

**MARY M. KNIGHT SCHOOL DISTRICT NO. 311**  
**Regular Meeting of the Board of Directors**  
**Monday, November 25, 2019**  
**Administration Building**  
**2987 Matlock-Brady Rd**  
**Elma, WA 98541**

**AGENDA**

**1. CALL TO ORDER AT 6:30 PM:**

- A. Flag Salute
- B. Introduction of Visitors

**2. COMMUNITY AND DIRECTOR COMMENTS:**

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. Statements or presentations may relate to any aspect of the educational system of the District, with the exception of matters pertaining to specific staff or students. Comments regarding specific staff or students will not be allowed during public meetings. In the interest of maintaining the integrity of the published agenda, individual speakers are asked to limit their comments to not more than three minutes.

**3. RECOGNITION:** The Board will recognize any staff and or community member for going above and beyond.

Mr. Garrett Johannes-Career Technical Education (CTE) Presentation.

**4. APPROVAL OF AGENDA**

**5. CONSENT AGENDA:**

- A. October 28, 2019 Board Meeting 3
- B. Bills/Payroll
 

	Check#		Total	
1. ASB Fund A/P	144002896 -144002905	\$		5
4,637.69				
2. General Fund A/P	141037646 -			7
141037683 \$ 1,348,183.54				
3. General Fund Payroll	141037607-141037624	\$	38,266.29	
4. General Fund Benefits/Deductions	141037625-141037645	\$	177,832.13	
5. General Fund Payroll ACH Direct Deposit	900004278-900004306	\$	77,156.60	
- C. Personnel:
  - 1. Recommendations for hire for the 2019-20 School Year:
  - 2. Laurie Seymour, Business Manager  
 Paula Goeders-Varsity Assistant Basketball-Girls  
 Kalah Ralph-Junior High Assistant Basketball-Girls
  - 3. Resignations, Terminations, Retirements:
  - 4. Enrichment Contracts:
- D. Surplus Items:
- E. Policy Review
- F. Service Contract

**6. FINANCIALS:**

- A. Review of District Financial Reports

1. Ending Fund Balances - October, 2019	General Fund	\$ 2,728,797.09	
	Capital Projects Fund	\$ 110.47	
	Debt Service Fund	\$ 14,530.29	
	ASB Fund	\$ 26,531.68	
	Transportation Fund	\$ 121,290.21	
B. Mason County Treasurer Fiscal Activity			14
C. Budget Analysis			
D. Monthly Summary			
<b><u>7. SUPERINTENDENT REPORT:</u></b>			<b>25</b>
<b><u>8. DICUSSION ITEMS:</u></b>			<b>26</b>
<b><u>9. ACTION ITEMS:</u></b>			
A. Board Monitoring: Governance Policy GP-11 Process for Addressing Board Member Violations.			28
B. Superintendent Reports Executive Limit			
1. EL -13 Academic Standards and Practices			29
2. EL 14-Academic Programs			31
3. CTE 5 Year Plan			33
4. Alternative Learning Experience Policy 2255			37

**EXECUTIVE SESSION:**

- A. Executive session : Approximately 20 minutes to review qualifications and performance of an employee. Action is anticipated.

Under RCW 42.30.110, an Executive Session may be held for the purpose of (a) (b) considering the sale or acquisition of real estate; (c) negotiations on the performance of publicly bid contracts; (d) receiving and evaluating complaints against a director or staff member; (e) reviewing the qualifications of an applicant for public employment and or reviewing the performance of a public employee; (f) evaluate qualifications of a candidate for appointment to the board; (g) consulting with legal counsel or on matters regarding agency enforcement actions or current or potential agency litigation.

- B. Action Item: Superintendent Contract

**ADJOURNMENT:**

**MARY M. KNIGHT SCHOOL DISTRICT NO. 311**  
**Regular Meeting of the Board of Directors**  
**Monday, October 28, 2019**  
**Administration Building**

President, Cynthia Brehmeyer called the meeting to order at 6:32 p.m. Following the flag salute, roll call was taken and visitors were welcomed.

**PRESENT** Cynthia Brehmeyer, Jennifer House, Patti McLean, Mike Batemen, Shawn Donnelly, and Matthew Mallery, Superintendent.

**ABSENT** None

**PRESENTATION** Jim Skinner, KOSBC President, shared some information regarding the proposed MMK street sign. Then anticipated cost including tax and install will be around \$16,000. We have received some financial commitments to date. Placement, size, and arrangement of the sign were discussed.

**COMMENTS** None.

**RECOGNITION** Jim Skinner, KOSBC President, presented an appreciation “Picture of Thanks’ to Jennifer House and Patti McLean for all of their hard work and support at the Auction last month. It was a huge success.

**AGENDA** Patti McLean moved to approve the Agenda as presented. Mike Bateman seconded the motion. All in favor, motion carried.

**CONSENT AGENDA** Jennifer House moved to approve the consent agenda as presented with name correction. Mike Bateman seconded the motion. All in favor, motion carried.

**FINANCIALS** Tiki shared the financials.

**SUPERINTENDENT REPORT** Matthew Mallery discussed his monthly Superintendent Report as presented.

**DISCUSSION ITEMS:**

**ACTION/DECISION ITEMS:**

**MINIMUM FUND BALANCE** Mike Bateman moved to approve a 14.5% Minimum Fund Balance of \$538,880.20 for the 2019-20 school year. Patti McLean seconded the motion. All in favor, motion carried.

**GP 2** Shawn Donnelly moved that the Board was “Not In Compliance” with Governance Policy, but accept and encourage the strategy in place to improve the scores. Patti McLean seconded the motion. All in favor, motion carried.

**CLOSED MEETING** The Board moved into a closed/exempt meeting at 7:20 to review the 2019-2022 PSE contract for approximately 15 minutes. Action was anticipated.

The regular meeting was re-opened at 7:35 p.m.

**PSE CONTRACT** Sean Donnelly moved to approve the PSE Contract for 2019-2022. Jennifer House seconded the motion. All in favor, motion carried.

**EXECUTIVE  
SESSION**

The Board moved into Executive Session at 7:40 p.m. to review the qualifications and performance of an employee for approximately 20 minutes, action is anticipated.

The Board re-opened the meeting at 8:02 p.m., no action was taken.

**ADJOURNMENT**

Sean Donnelly moved to adjourn the meeting at 8:05 p.m. Patti McLean seconded. Motion carried.

Respectfully submitted,

Matthew Mallery  
Superintendent

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Cynthia Brehmeyer, President

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

As of November 25, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$4,637.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Warrants Outstanding:  
Warrant Numbers 144002896 through 144002904, totaling \$4,637.69

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
144002896	AMAZON 40 E 530 1000 00 0000 4730 0000 0000 0	11/29/2019	112-4978415-9464262	ASB SUPPLIES Associated Student Body Fund/Expenditures/General Stude	0	47.16	47.16
144002897	JOHNSON, TORI 40 E 530 1000 00 0000 4730 0000 0000 0	11/29/2019	001	CIDER PRESS Associated Student Body Fund/Expenditures/General Stude	0	108.50	108.50
144002898	MARY M KNIGHT SCHOOL 40 E 530 2010 00 0000 4730 0000 0000 0 40 E 530 2015 00 0000 4730 0000 0000 0 40 E 530 2045 00 0000 4730 0000 0000 0	11/29/2019	NOV2019	19-20 TICKET TAKING Associated Student Body Fund/Expenditures/HS Football Associated Student Body Fund/Expenditures/HS Volleyball Associated Student Body Fund/Expenditures/JH Volleyball	0	241.88	241.88
144002899	MASON COUNTY FIRE DISTRICT #12 40 E 530 2010 00 0000 4730 0000 0000 0	11/29/2019	100	AMBULANCE FEE FOOTBALL 19-20 Associated Student Body Fund/Expenditures/HS Football	0	125.00	125.00
144002900	SOUTH SOUND FOOTBALL OFFICIALS 40 E 530 2010 00 0000 4730 0000 0000 0	11/29/2019	45	FOOTBALL OFFICIALS 19-20 Associated Student Body Fund/Expenditures/HS Football	0	1,968.25	1,968.25
144002901	THURSTON COUNTY VOLLEYBALL 40 E 530 2015 00 0000 4730 0000 0000 0 40 E 530 2045 00 0000 4730 0000 0000 0	11/29/2019	NOV2019	VOLLEYBALL OFFICIALS Associated Student Body Fund/Expenditures/HS Volleyball Associated Student Body Fund/Expenditures/JH Volleyball	0	1,133.00	1,133.00
144002902	WALSWORTH, BRYAN 40 E 530 2010 00 0000 4730 0000 0000 0	11/29/2019	100	BLS EMT SERVICES FOOTBALL 19-20 Associated Student Body Fund/Expenditures/HS Football	0	375.00	375.00
144002903	Walsworth, Kelli 40 E 530 2010 00 0000 4730 0000 0000 0	11/29/2019	100	BLS EMT SERVICES FOR FOOTBALL GAMES 19-20 Associated Student Body Fund/Expenditures/HS Football	0	375.00	375.00
144002904	WIAA 40 E 530 2000 00 0000 4730 0000 0000 0	11/29/2019	38184	MS ANNUAL STUDENT FEES Associated Student Body Fund/Expenditures/Athletics	0	263.90	263.90

9 Computer Check(s) For a Total of 4,637.69

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	9	Computer	Checks For a Total of	4,637.69
Total For	9	Manual, Wire Tran, ACH & Computer	Checks	4,637.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,637.69

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	Associated Student Body Fund	0.00	0.00	4,637.69	4,637.69

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As of November 25, 2019, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,343,891.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF Warrants Outstanding:  
Warrant Numbers 141037646 through 141037682, totaling \$1,343,891.28

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
141037646	AMAZON	11/29/2019	112-3603329-2607420	CLASSROOM SUPPLIES-RICHERT	0	53.26	719.56
10 E 530 0100 27 5610 0110 0000 0000 0			General Fund/Expenditures/Basic Education			53.26	
			112-5068971-8479461	PHOTOSHOP, VGA ADAPTER, SS POP RIVETS, SHEET METAL DRILL	0	165.61	
10 E 530 0100 27 5610 0110 0000 0000 0			General Fund/Expenditures/Basic Education			165.61	
			112-7301323-9854628	CABLE MATTERS	0	23.92	
10 E 530 0100 27 5650 0110 0000 0000 0			General Fund/Expenditures/Basic Education			23.92	
			113-5325140-2605829	SCANDISK SSD, SHEET PROTECTORS	0	84.21	
10 E 530 0100 27 5610 0110 0000 0000 0			General Fund/Expenditures/Basic Education			41.56	
10 E 530 0100 27 5650 0110 0000 0000 0			General Fund/Expenditures/Basic Education			42.65	
			114-4116145-7742650	FOOD SERVICE SUPPLIES	0	52.74	
10 E 530 9800 44 5610 0110 0000 0000 0			General Fund/Expenditures/Food Service			52.74	
			114-5755310-4133034	FOOD SERVICE SUPPLIES	0	43.94	
10 E 530 9800 44 5610 0110 0000 0000 0			General Fund/Expenditures/Food Service			43.94	
			114-8875308-0490610	FOOD SERVICE SUPPLIES	0	152.04	
10 E 530 9800 44 5610 0110 0000 0000 0			General Fund/Expenditures/Food Service			152.04	
			114-9172539-9909829	FOOD SERVICE SUPPLIES	0	143.84	
10 E 530 9800 44 5610 0110 0000 0000 0			General Fund/Expenditures/Food Service			143.84	
141037647	Anderson, Desiree Kay	11/29/2019	NOV2019	MILEAGE CLAIM	0	50.36	50.36
10 E 530 9900 52 8580 0110 0000 0000 0			General Fund/Expenditures/Transportation			50.36	
141037648	Carnahan, James Dale	11/29/2019	NOV2019	EXP CLAIM-CLASSROOM RUG	0	162.30	162.30
10 E 530 0100 27 5610 0110 0000 0000 0			General Fund/Expenditures/Basic Education			162.30	
141037649	CAUSGROVE TECHNOLOGIES	11/29/2019	NOV2019	MONTHLY IT SERVICES	0	2,031.12	2,031.12
10 E 530 9700 72 7350 0110 0000 0000 0			General Fund/Expenditures/District Support			2,031.12	
141037650	CENTRAL SALES	11/29/2019	72489	CLEANING SUPPLIES	0	1,332.55	1,332.55
10 E 530 9700 63 5610 0110 0000 0000 0			General Fund/Expenditures/District Support			1,332.55	
141037651	CENTURYLINK	11/29/2019	NOV2019	BUSINESS LINES	0	700.00	700.00
10 E 530 9700 65 7530 0110 0000 0000 0			General Fund/Expenditures/District Support			700.00	
141037652	CENTURYLINK- BUSINESS SERVICES	11/29/2019	1478958177	TELEPHONE SERVICE	0	48.32	48.32

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 9700 65 7530 0110 0000 0000 0				General Fund/Expenditures/District Support		48.32	
141037653	Connections Eduction	11/29/2019	NOV2019	OCT BUDGET BEA-1720 FTE/OCT BUDGE SPED-205 FTE	0	1,275,059.05	1,275,059.05
10 E 530 0200 27 7321 0110 0000 0000 0				General Fund/Expenditures/ALE		1,146,627.38	
10 E 530 0200 27 7321 0110 2100 0000 0				General Fund/Expenditures/ALE		128,431.67	
141037654	DAIRY FRESH FARMS INC	11/29/2019	1121930114	MILK PRODUCTS FOR FOOD SERVICE	0	260.21	487.38
10 E 530 9800 42 5630 0110 0000 0000 0				General Fund/Expenditures/Food Service		260.21	
			1121930812	MILK PRODUCTS FOR FOOD SERVICE	0	227.17	
10 E 530 9800 42 5630 0110 0000 0000 0				General Fund/Expenditures/Food Service		227.17	
141037655	Dept of Enterprise Services	11/29/2019	16144739	2011 DODGE CARAVAN/2013 DODGE CARAVAN	0	16,100.00	16,100.00
10 E 530 9900 52 9732 0110 0000 0000 0				General Fund/Expenditures/Transportation		16,100.00	
141037656	Elma School District No. 68	11/29/2019	0000151605	CAM SHAFT REPAIR BUS 412-BREAKDOWN	0	296.21	1,162.95
10 E 530 9900 53 7511 0110 0000 0000 0				General Fund/Expenditures/Transportation		296.21	
			0000151607	OIL CHANGE WHEEL ALIGN V07	0	185.85	
10 E 530 9900 53 5610 0110 0000 0000 0				General Fund/Expenditures/Transportation		37.74	
10 E 530 9900 53 7511 0110 0000 0000 0				General Fund/Expenditures/Transportation		148.11	
			0000151608	SEATBELT REPAIR V67	0	242.34	
10 E 530 9900 53 5610 0110 0000 0000 0				General Fund/Expenditures/Transportation		20.18	
10 E 530 9900 53 7511 0110 0000 0000 0				General Fund/Expenditures/Transportation		222.16	
			0000151617	WORK ON LIGHTS BUS 412	0	148.11	
10 E 530 9900 53 7511 0110 0000 0000 0				General Fund/Expenditures/Transportation		148.11	
			0000151618	COOLING REPAIR BUS 407	0	290.44	
10 E 530 9900 53 5610 0110 0000 0000 0				General Fund/Expenditures/Transportation		31.25	
10 E 530 9900 53 7511 0110 0000 0000 0				General Fund/Expenditures/Transportation		259.19	
141037657	ESD 113	11/29/2019	10020000414	SEPT CRISC	0	704.02	28,801.50
10 E 530 9700 72 7591 0110 0000 0000 0				General Fund/Expenditures/District Support		704.02	
			10020000415	SEPT CRISC WACA	0	7,092.27	
10 E 530 0200 72 7591 7010 0000 0000 0				General Fund/Expenditures/ALE		7,092.27	
			10020000531	NOV SPED SERVICES	0	13,208.92	
10 E 530 2400 26 7591 0110 0000 0000 0				General Fund/Expenditures/SPED Federal Supplemental		13,208.92	
			10020000586	OCT CRISC FOR MMK/WACA	0	7,796.29	
10 E 530 9700 72 7591 0110 0000 0000 0				General Fund/Expenditures/District Support		704.02	
10 E 530 0200 72 7591 7010 0000 0000 0				General Fund/Expenditures/ALE		7,092.27	
141037658	Finch, Andee	11/29/2019	NOV2019	NURSE SERVICES	0	861.34	861.34
10 E 530 0100 26 7340 0110 0000 0000 0				General Fund/Expenditures/Basic Education		861.34	
141037659	Hanson Law Offices	11/29/2019	255	LEGAL SERVICES	0	918.00	918.00
10 E 530 9700 11 7340 0110 0000 0000 0				General Fund/Expenditures/District Support		918.00	
141037660	Henson, Darlene F	11/29/2019	NOV2019	EXP CLAIM-LIBRARY BOOKS	0	25.34	25.34
10 E 530 0100 22 5640 0110 0000 0000 0				General Fund/Expenditures/Basic Education		25.34	
141037661	HERITAGE FINANCIAL INC	11/29/2019	36149	FINANCE CHARGE	0	1.87	1,032.36

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		1.87	
			36271	ELEM COPIER	0	407.00	
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		407.00	
			36313	HS COPIER	0	623.49	
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		623.49	
141037662	HOLOCAUST CENTER	11/29/2019	NOV2019	SPEAKER TRAVEL COSTS	0	70.30	70.30
10 E 530 0100 27 8580 0110 0000 0000 0				General Fund/Expenditures/Basic Education		70.30	
141037663	IXL LEARNING	11/29/2019	S362848	1 YEAR MEMBERSHIP	0	719.00	719.00
10 E 530 0100 27 7350 0110 0000 0000 0				General Fund/Expenditures/Basic Education		719.00	
141037664	Kelley Imaging Systems	11/29/2019	25880807	RICOH IM C4500 COPIER	0	483.14	979.27
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		483.14	
			IN599614	COPIER MAINT	0	324.27	
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		324.27	
			IN599835	COPIER MAINT	0	171.86	
10 E 530 0100 27 7550 0110 0000 0000 0				General Fund/Expenditures/Basic Education		171.86	
141037665	Lohman, Barbara	11/29/2019	NOV2019	EXP CLAIM-MILES TO SCIENCE TRAINING	0	22.16	22.16
10 E 530 5200 31 8580 0110 0000 0000 0				General Fund/Expenditures/School Improvement Federal		22.16	
141037666	Mallery, Mathew	11/29/2019	NOV2019	EXP CLAIM-MILES	0	282.46	282.46
10 E 530 9700 12 8580 0110 0000 0000 0				General Fund/Expenditures/District Support		282.46	
141037667	MASON COUNTY GARBAGE, INC	11/29/2019	5875170	GARBAGE	0	389.57	651.52
10 E 530 9700 65 7420 0110 0000 0000 0				General Fund/Expenditures/District Support		389.57	
			5875547	RECYCLE	0	261.95	
10 E 530 9700 65 7420 0110 0000 0000 0				General Fund/Expenditures/District Support		261.95	
141037668	MASTERCARD CORP CLIENT PAYMENT	11/29/2019	2440	VISTA PRINT BUS CARDS FOR MARSTROM	0	16.32	18.37
10 E 530 0100 23 5610 0110 0000 0000 0				General Fund/Expenditures/Basic Education		16.32	
			NOV19	BMO MC FEE	0	2.05	
10 E 530 0100 27 5610 0110 0000 0000 0				General Fund/Expenditures/Basic Education		2.05	
141037669	MATLOCK STORE	11/29/2019	366127-366129	FUEL	0	3,241.02	3,241.02
10 E 530 9900 52 5626 0110 0000 0000 0				General Fund/Expenditures/Transportation		2,029.89	
10 E 530 9900 52 5626 0110 2100 0000 0				General Fund/Expenditures/Transportation		1,211.13	
141037670	OLYMPIA OVERHEAD DOORS	11/29/2019	68769	SERVICE CALL, DOOR REPAIR	0	244.13	488.26
10 E 530 9900 53 7431 0110 0000 0000 0				General Fund/Expenditures/Transportation		244.13	
			68844	RETURN FOR ANOTHER DOOR REPAIR	0	244.13	
10 E 530 9900 53 7431 0110 0000 0000 0				General Fund/Expenditures/Transportation		244.13	
141037671	ORKIN EXTERMINATING	11/29/2019	190587385	PEST CONTROL	0	120.27	120.27
10 E 530 9700 64 7340 0110 0000 0000 0				General Fund/Expenditures/District Support		120.27	
141037672	OSPI - CHILD NUTRITION SERVICE	11/29/2019	25489	COMMODITIES	0	868.26	868.26
10 E 530 9800 42 5630 0110 0000 0000 0				General Fund/Expenditures/Food Service		868.26	
141037673	PETTY CASH - MMK	11/29/2019	NOV2019	STUDENT RECORDS POSTAGE	0	16.55	16.55
10 E 530 0100 27 5640 0110 0000 0000 0				General Fund/Expenditures/Basic Education		16.55	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
141037674	Pierson-Rothrock, Teddy L	11/29/2019	NOV2019	EXP CLAIM-CLEANING SUPPLIES	0	9.83	9.83
	10 E 530 9900 53 5610 0110 0000 0000 0		General Fund/Expenditures/Transportation			9.83	
141037675	POSTMASTER	11/29/2019	NOV2019	POSTAGE	0	165.00	165.00
	10 E 530 9700 13 5640 0110 0000 0000 0		General Fund/Expenditures/District Support			165.00	
141037676	PUD 3	11/29/2019	25815001	Power	0	187.24	187.24
	10 E 530 9700 65 7622 0110 0000 0000 0		General Fund/Expenditures/District Support			187.24	
141037677	SLINGERLAND INSTITUTE FOR LITE	11/29/2019	SIL-6120	CARD PACKET FOR SPELLING RULES	0	32.75	32.75
	10 E 530 5100 27 5610 0110 0000 0000 0		General Fund/Expenditures/Title I Federal			32.75	
141037678	Smith, Alma	11/29/2019	NOV2019	EXP CLAIM-CLASSROOM SUPPLIES	0	55.60	55.60
	10 E 530 0100 27 5610 0110 0000 0000 0		General Fund/Expenditures/Basic Education			55.60	
141037679	SOUTHWEST WASHINGTON ACTIVITIE	11/29/2019	19-20	ENROLLMENT FORM, ID CARDS FEE	0	500.00	500.00
	10 E 530 0100 28 5610 0110 0000 0000 0		General Fund/Expenditures/Basic Education			500.00	
141037680	US Foods	11/29/2019	4283966	FOOD SUPPLIES	0	1,767.72	4,651.29
	10 E 530 9800 44 5610 0110 0000 0000 0		General Fund/Expenditures/Food Service			19.07	
	10 E 530 9800 42 5630 0110 0000 0000 0		General Fund/Expenditures/Food Service			1,748.65	
			4408012	FOOD SUPPLIES, REDUCED BY 18.33 CREDIT	0	1,941.57	
	10 E 530 9800 42 5630 0110 0000 0000 0		General Fund/Expenditures/Food Service			1,941.57	
			4542279	FOOD SUPPLIES	0	942.00	
	10 E 530 9800 42 5630 0110 0000 0000 0		General Fund/Expenditures/Food Service			942.00	
141037681	Willey, Tiki L	11/29/2019	NOV2019	EXP CLAIM-MILES	0	290.00	290.00
	10 E 530 9700 13 8580 0110 0000 0000 0		General Fund/Expenditures/District Support			290.00	
141037682	WSSDA	11/29/2019	231	ANNUAL CONF, CB AND MM	0	1,030.00	1,030.00
	10 E 530 9700 12 7330 0110 0000 0000 0		General Fund/Expenditures/District Support			515.00	
	10 E 530 9700 11 7330 0110 0000 0000 0		General Fund/Expenditures/District Support			515.00	

37 Computer Check(s) For a Total of 1,343,891.28

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	37	Computer	Checks For a Total of	1,343,891.28
Total For	37	Manual, Wire Tran, ACH & Computer	Checks	1,343,891.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,343,891.28

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	1,343,891.28	1,343,891.28

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Warrant Numbers 141037683 through 141037683, totaling \$4,292.26

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
141037683	PUD 3	11/29/2019	25817001	Power	0	4,082.74	4,292.26
	10 E 530 9700 65 7622 0110 0000 0000 0			General Fund/Expenditures/District Support		4,082.74	
			73599001	Power	0	209.52	
	10 E 530 9700 65 7622 0110 0000 0000 0			General Fund/Expenditures/District Support		209.52	
			1	Computer			
				Check(s) For a Total of			4,292.26

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	4,292.26
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	4,292.26
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,292.26

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	General Fund	0.00	0.00	4,292.26	4,292.26

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the MARY M KNIGHT SD 311 School District for the Month of October, 2019

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	390,213	56,523.86	67,320.04		322,892.96	17.25
2000 LOCAL SUPPORT NONTAX	37,675	5,098.86	9,960.52		27,714.48	26.44
3000 STATE, GENERAL PURPOSE	17,946,169	1,398,682.78	2,829,755.88		15,116,413.12	15.77
4000 STATE, SPECIAL PURPOSE	2,608,395	225,928.35	443,282.28		2,165,112.72	16.99
5000 FEDERAL, GENERAL PURPOSE	1,000	.00	.00		1,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	253,370	24,027.63	24,027.63		229,342.37	9.48
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	2,000	.00	.00		2,000.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>21,238,822</u>	<u>1,710,261.48</u>	<u>3,374,346.35</u>		<u>17,864,475.65</u>	<u>15.89</u>
<u>B. EXPENDITURES</u>						
00 Regular Instruction	17,327,425	1,561,387.00	1,700,295.56	0.00	15,627,129.44	9.81
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,432,637	13,141.99	37,582.64	0.00	2,395,054.36	1.54
30 Voc. Ed Instruction	223,004	12,777.82	22,277.46	0.00	200,726.54	9.99
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	354,185	9,470.14	20,949.54	0.00	333,235.46	5.91
70 Other Instructional Pgms	51,315	.00	.00	0.00	51,315.00	0.00
80 Community Services	0	1,535.26	3,120.81	0.00	3,120.81-	0.00
90 Support Services	1,240,771	91,498.25	251,482.69	0.00	989,288.31	20.27
<u>Total EXPENDITURES</u>	<u>21,629,337</u>	<u>1,689,810.46</u>	<u>2,035,708.70</u>	<u>0.00</u>	<u>19,593,628.30</u>	<u>9.41</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	239,000	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	629,515-	20,451.02	1,338,637.65		1,968,152.65	312.65-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	1,452,500		1,390,159.44			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	822,985		2,728,797.09			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	39,400.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committd to Econmc Stabilizatn	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	600.00
G/L 890 Unassigned Fund Balance	230,762	2,149,916.89
G/L 891 Unassigned Min Fnd Bal Policy	592,223	538,880.20
<u>TOTAL</u>	822,985	2,728,797.09

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the MARY M KNIGHT SD 311 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	100	.19	.39		99.61	0.39
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	100	.19	.39		99.61	0.39
<u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	.00	.00	0.00	.00	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	0	.00	.00	0.00	.00	0.00
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	100	.19	.39		99.61-	99.61-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	125		110.08			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	225		110.47			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Reserve from Federal Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	225	110.47
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	225	110.47

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the MARY M KNIGHT SD 311 School District for the Month of October, 2019

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	600	.83	.83		599.17	0.14
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	239,000	.00	.00		239,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	239,600	.83	.83		239,599.17	0.00
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	239,000	.00	.00	0.00	239,000.00	0.00
Interest On Bonds	6,610	.00	.00	0.00	6,610.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	500	.00	170.00	0.00	330.00	34.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	246,110	.00	170.00	0.00	245,940.00	0.07
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	6,510-	.83	169.17-		6,340.83	97.40-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	14,350		14,699.46			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	7,840		14,530.29			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	7,840		14,530.29			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	7,840		14,530.29			

*Handwritten mark*

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the MARY M KNIGHT SD 311 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 GENERAL STUDENT BODY	8,000	1,118.99	3,294.08		4,705.92	41.18
2000 ATHLETICS	7,200	1,867.84	3,086.09		4,113.91	42.86
3000 CLASSES	7,500	.00	.00		7,500.00	0.00
4000 CLUBS	6,000	820.00	890.00		5,110.00	14.83
6000 PRIVATE MONEY	400	.00	340.00		60.00	85.00
<u>Total REVENUES</u>	29,100	3,806.83	7,610.17		21,489.83	26.15
<b>B. EXPENDITURES</b>						
1000 GENERAL STUDENT BODY	5,000	266.19	556.19	0.00	4,443.81	11.12
2000 ATHLETICS	14,250	2,179.55	2,271.78	0.00	11,978.22	15.94
3000 CLASSES	7,850	151.90	151.90	0.00	7,698.10	1.94
4000 CLUBS	2,600	3,886.39	3,886.39	0.00	1,286.39-	149.48
6000 PRIVATE MONEY	500	.00	.00	0.00	500.00	0.00
<u>Total EXPENDITURES</u>	30,200	6,484.03	6,866.26	0.00	23,333.74	22.74
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>						
	1,100-	2,677.20-	743.91		1,843.91	167.63-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	25,000		25,787.77			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>						
	23,900		26,531.68			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	23,900		26,531.68			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	23,900		26,531.68			

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the MARY M KNIGHT SD 311 School District for the Month of October, 2019

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	171.52	354.59		145.41	70.92
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	21,443	.00	.00		21,443.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>21,943</u>	<u>171.52</u>	<u>354.59</u>		<u>21,588.41</u>	<u>1.62</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>21,943</u>	<u>171.52</u>	<u>354.59</u>		<u>21,588.41</u>	<u>1.62</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	115,000	.00	.00	0.00	115,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>115,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>115,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>93,057-</u>	<u>171.52</u>	<u>354.59</u>		<u>93,411.59</u>	<u>100.38-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>100,000</u>		<u>120,935.62</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	<u>6,943</u>		<u>121,290.21</u>			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	6,943		121,290.21			
G/L 830 Reserved for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>6,943</u>		<u>121,290.21</u>			

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

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For October-2019  
 Month Year

School District No. 311

ESD No. 113

	Item No.	General Fund 1	ASB Fund 4
I CASH:			
Beginning Cash Balance		192,587.28	419.34
ADD: School District Deposits Received In	01	20,508.31	3,762.84
Investment Earnings	02		43.99
Investments Sold (Exclude Interest)	03	24,302.68	2,586.97
Interfund Loan Proceeds from Fund 2	52		
Repayment of Interfund Loan Principal from Funds 2, 3, or 9 (Exclude Interest)	49		
Proceeds from Revenue Anticipation Notes Issued	15		
Total Schedule A Cash Increases (see page 8)	04	1,707,607.90	
Other Cash Increases - Identify	19		
DEDUCT: Warrants Redeemed	05	290,585.70	375.00
Warrants Interest Paid	06		
Investments Purchased	07		
Interfund Loans to Funds 2, 3, or 9	13		
Repayment of Interfund Loan Principal from Funds 2 (Exclude Interest)	08		
Interfund Loan Interest Paid	09		
Revenue Anticipation Notes Redeemed	16		
Revenue Anticipation Note Interest Paid	17		
Transfer to Funds 2, 3, or 9	10		
Other Cash Decreased - Identify	11		
Ending Cash Balance		1,654,420.47 ✓	6,438.14 ✓
II INVESTMENTS:			
Beginning Investment Balance		2,694,153.76	28,971.77
ADD: Investments Purchased	07		
DEDUCT: Investments Sold	03	24,302.68	2,586.97
Ending Investments Balance		2,669,851.08 ✓	26,384.80 ✓
III WARRANTS OUTSTANDING:			
Beginning Warrants Outstanding Balance		178,845.38	375.00
ADD: Warrants Issued	12	1,714,155.14	6,394.15
DEDUCT: Warrants Redeemed	05	290,585.70	375.00
Warrants Cancelled	14	6,963.49	
Ending Warrants Outstanding Balance		1,595,451.33 ✓	6,394.15 ✓
IV REVENUE ANTICIPATION NOTES OUTSTANDING:			
Beginning Revenue Anticipation Notes Outstanding Balance		0.00	
ADD: Revenue Anticipation Notes Issued	15		
DEDUCT: Revenue Anticipation Notes Redeemed	16		
Ending Revenue Anticipation Notes Outstanding Balance			
Ending Cash Plus Investments Less Warrants Outstanding Less Revenue Anticipation Notes Outstanding		2,728,820.22	26,428.79

IMPRESST + + 600.00  
 COMP TAX - - 623.13  
 2,728,797.09  
 ✓  
 200.00  
 26,628.79  
 - 97.11  
 26,531.68  
 ✓

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For October-2019  
 Month Year

School District No. 311

ESD No. 113

	Item No.	Capital Projects Fund 2	Transportation Vehicle Fund 9
<b>I CASH:</b>			
Beginning Cash Balance		0.20	183.07
ADD: School District Deposits Received In	01		
Investments Sold (Exclude Interest)	03		
Interfund Loan Proceeds from Fund 1 and 2	52		
Repayment of Interfund Loan Principal from Funds 1, 3, or 9 (Exclude Interest)	49		
Proceeds from Revenue Anticipation Notes Issued	15		
Total Schedule A Cash Increases (see page 8)	04	0.19	171.52
Other Cash Increases - Identify	19		
DEDUCT: Warrants Redeemed	05		
Warrants Interest Paid	06		
Investments Purchased	07	0.20	183.07
Interfund Loans to Funds 1, 3, or 9	13		
Repayment of Interfund Loan Principal to Funds 1 or 2 (Exclude Interest)	08		
Interfund Loan Interest Paid	09		
Revenue Anticipation Notes Redeemed	16		
Revenue Anticipation Note Interest Paid	17		
Transfer to Funds 1 or 3	10		
Bond Issuance Expenditures	18	0.00	
Other Cash Decreased - Identify	11		
Ending Cash Balance		0.19 ✓	171.52 ✓
<b>II INVESTMENTS:</b>			
Beginning Investment Balance		110.08	120,935.62
ADD: Investments Purchased	07	0.20	183.07
DEDUCT: Investments Sold	03		
Ending Investments Balance		110.28 ✓	121,118.69 ✓
<b>III WARRANTS OUTSTANDING:</b>			
Beginning Warrants Outstanding Balance			
ADD: Warrants Issued	12		
DEDUCT: Warrants Redeemed	05		
Warrants Cancelled	14		
Ending Warrants Outstanding Balance			
<b>IV REVENUE ANTICIPATION NOTES OUTSTANDING:</b>			
Beginning Revenue Anticipation Notes Outstanding Balance		0.00	0.00
ADD: Revenue Anticipation Notes Issued	15		
DEDUCT: Revenue Anticipation Notes Redeemed	16		
Ending Revenue Anticipation Notes Outstanding Balance			
Ending Cash Plus Investments Less Warrants Outstanding Less Revenue Anticipation Notes Outstanding		110.47 ✓	121,290.21 ✓

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For October-2019  
 Month Year

School District No. 311

ESD No. 113

		Item No.	Debt Service Fund 3
I	COUNTY TREASURER'S CASH:		
	Beginning County Treasurer's Cash Balance		0.00
	ADD: School District Deposits Received In	01	
	Investments Sold (Exclude Interest)	03	
	Interfund Loan Proceeds from Fund 1 and 2	52	
	Accrued Interest and Premium on Bond Sales	50	
	Monies Remitted to County Treas. by Fiscal Agent	77	
	Proceeds from Revenue Anticipation Notes Issued	15	
	Total Schedule A Cash Increases (see page 8)	04	0.83
	Other Cash Increases - Identify	19	
	DEDUCT: Warrants Redeemed	05	
	Warrants Interest Paid	06	
	Voted Bonds Redeemed by County Treasurer	71	
	Nonvoted Bonds Redeemed by County Treasurer	58	
	Voted Coupon Interest Paid by County Treasurer	72	
	Nonvoted Coupon Interest Paid by County Treasurer	65	
	Bond Transfer Fees	98	
	Investments Purchased	07	
	Monies Remitted to Fiscal Agent by County Treas.	73	
	Repayment of Interfund Loan to Funds 1 or 2	08	
	Interfund Loan Interest Paid	09	
	Revenue Anticipation Notes Redeemed	16	
	Revenue Anticipation Note Interest Paid	17	
	Transfer to Fund 1		
	to Close Out Debt Service Fund	10	
	Other Cash Decreased - Identify	11	
	Ending County Treasurer's Cash Balance		0.83
II	COUNTY TREASURER'S INVESTMENTS:		
	Beginning County Treasurer's Investments Balance		14,529.46
	ADD: Investments Purchased	07	
	DEDUCT: Investments Sold	03	
	Ending County Treasurer's Investments Balance		14,529.46
III	FISCAL AGENT CASH:		
	Beginning Fiscal Agent Cash Balance		
	ADD: Monies Remitted to the Fiscal Agent by County Treas.	73	
	DEDUCT: Voted Bonds Redeemed by the Fiscal Agent	75	
	Nonvoted Bonds Redeemed by the Fiscal Agent	57	
	Voted Coupon Interest Paid by the Fiscal Agent	76	
	Nonvoted Coupon Interest Paid by the Fiscal Agent	64	
	Monies Remitted to County Treas. by Fiscal Agent	77	
	Ending Fiscal Agent Cash Balance		
IV	REVENUE ANTICIPATION NOTES OUTSTANDING:		
	Beginning Revenue Anticipation Notes Outstanding Balance		0.00
	ADD: Revenue Anticipation Notes Issued	15	
	DEDUCT: Revenue Anticipation Notes Redeemed	16	
	Ending Revenue Anticipation Notes Outstanding Balance		
V	WARRANTS OUTSTANDING:		
	Beginning Warrants Outstanding Balance		24
	ADD: Warrants Issued	12	
	DEDUCT: Warrants Redeemed	05	

14530.29  
 2019

**Mary M. Knight School District**

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**Matt Mallery**  
Superintendent  
**Michael Marstrom**  
Principal

**Mike Bateman**  
**Cynthia Brehmeyer**  
**Shawn Donnelly**  
**Jennifer House**  
**Patti McLean**  
Board of Directors

Superintendent Report for October 28, 2019.

1. Personnel:
  - a. Business Manager. Laurie Seymour
2. Facilities:
  - a. Fire Marshall Inspection follow-up scheduled for December 2, 2019.
3. Transportation:
  - a. Purchase of two (2) vans.
  - b. Re-instated four (4) bus routes on 11/21/19. All regular drivers resume duties on 12/2/19.
4. Other
  - a. Grant Submission. Core Plus-Construction-Pending. Not Awarded-Emergency Repair Grant.
  - b. Attended the WSSDA Regional Meeting the Cynthia and Shawn. October 29, 2019. Rochester Middle School.
  - c. Attended Superintendent WALK at Rainier School District. October 30, 2019.
  - d. Attended Mason County Fire District 12 Commissioner Meeting, November 13, 2019. Matlock WA.
  - e. Attended Mason County Historical Society Meeting. November 13, 2019. Matlock WA.
  - f. Attended the WSSDA Annual Conference with Cynthia on November 22, 23, 24, 2019. Bellevue WA.
  - g. Volleyball and Football Seasons Post Season
  - h. Mason County Joint School Board Meeting. December ~~XX~~, 2019 at PUD #3.
  - i. Middle School Winter Sports and HS Winter Sports have started.
  - j. HS Volley Ball-Made it to post season.
  - k. HS Football-Made it to post season.

# Graduation Pathway Options



The Washington State Legislature authorizes State Board of Education (SBE) to establish state graduation requirements. In 2019, new legislation (Engrossed Second Substitute House Bill 1599) removed the explicit link of the state assessment to graduation, replacing it with a set of pathway options for graduation.

## Graduation Pathway Options: Class of 2020 Forward:

- Meet or exceed the graduation scores in the Washington State Assessments in English language arts (ELA) and mathematics.
- Earn at least one high school credit in ELA and at least one high school credit in math in dual credit courses (Running Start, College in the High School, and Career and Technical Education dual credit courses). Students do not have to pay fees or claim college credit to meet this pathway, but they must be eligible for college credit at the level of 100 or higher, by meeting the program criteria established by the local district and the applicable higher education entity.
- For both ELA and math, earn a 3 or higher on certain Advanced Placement exams or a 4 or higher on certain International Baccalaureate exams or an E on certain Cambridge International exams, or pass the course with at least a C+.
- Meet or exceed the graduation scores set by SBE in the math and ELA portions of the SAT or ACT.
- Pass a transition course in ELA and math (for example, a [Bridge to College](#) course, which is a senior course for students who earned a Level 2 on the SBA) which allows a student to place directly into a credit-bearing college level course. This pathway includes transition courses identified through local agreements between colleges and school districts.
- Meet any combination of at least one ELA and one math option of those options listed previously.
- Meet standard on the ASVAB (Armed Services Vocational Aptitude Battery) by scoring at least the minimum established by the military for eligibility to serve in a branch of the armed services.
- Complete a sequence of Career and Technical Education (CTE) courses: two or more high school credits of CTE courses in a progression tailored to the student's goals and relevant to the postsecondary pathway(s) outlined in the student's High School and Beyond Plan. The sequence may be comprised of courses within the same CTE program area. Sequences made up of courses within more than one CTE program area require local approval and expedited approval through OSPI.

## Graduation Pathway Options Discussion

The Board is charged with rulemaking for these pathways, as well as reviewing them, gathering stakeholder input, and making recommendations for improvement.

- Which pathways are available to students in your school or district? If not all pathways are available what barriers do you perceive and how could they be addressed? Do you see equity challenges in any of the pathways?
- How could the pathways be more equitable to address the needs of a wider range of students?
- Which pathway do you see as creating the most opportunities or challenges for your or other districts? Why?
- At this point, would you suggest modifications to any of the existing pathways? Do you have new pathway suggestions?



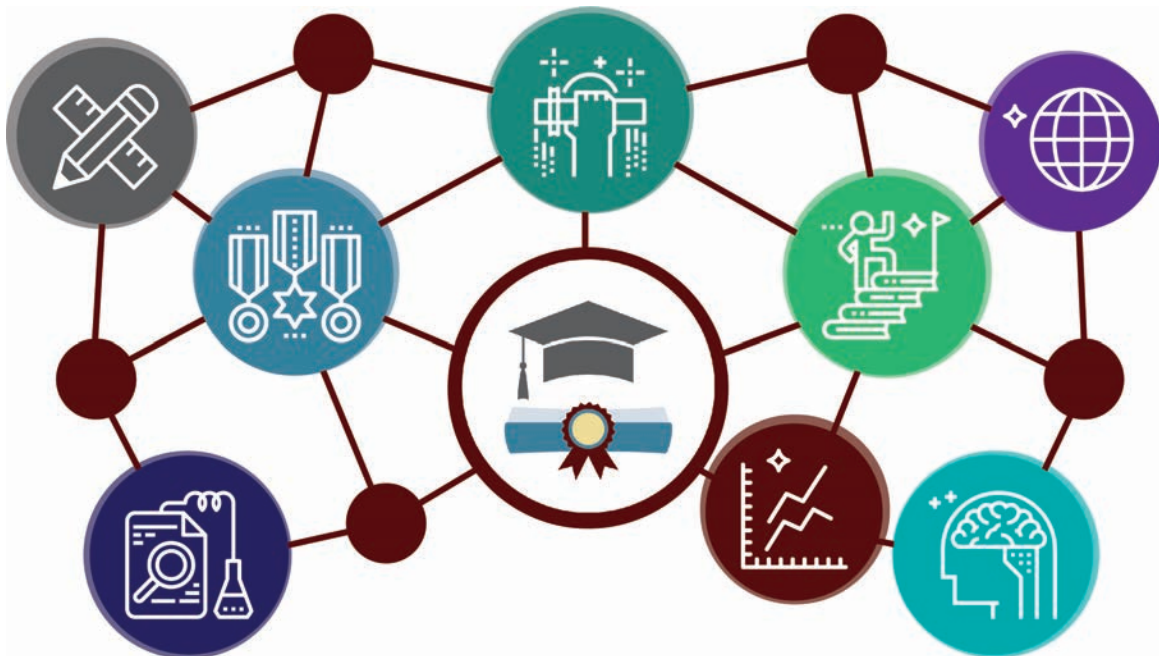
# Graduation Requirement Changes

The State Board of Education supports an integrated preschool through post-secondary education, training, and career-readiness system. The Board encourages and supports student voices, and individualized education and career pathways. We actively seek to identify and eliminate biases and barriers to student success. A key priority for the Board this year was a set of changes to the diploma requirements to improve flexibility and support successful student transitions. Legislation passed in 2019 (HB 1599) addressed the following issues:

- Elimination of the explicit link of the state assessment to graduation, replacing it with a set of pathway options for graduation.
- Extending the expedited appeal through the Class of 2020, providing a path to a diploma for students who have met all graduation requirements except an assessment requirement.
- Automatically granting high school credit for high school courses taken in middle school (a student's family may choose to opt out of the credit).
- Changes language from "unusual circumstances" to "student circumstances" to clarify the use of the 2-credit (non-core) waiver for students whose personal circumstances warrant it, so more students can stay on-track to earning a diploma.
- Creating a Mastery-Based Education Work group to recommend a framework for a mastery-based diploma pathway, and additional options to earn credit.

**A High School and Beyond Plan (HSBP) must inform course-taking and be aligned with the student's goals for education or training and career after high school.**

- For students with an IEP (Individualized Education Program), the HSBP must be updated in alignment with their "school to post-school transition plan" and must be updated in a similar manner and with similar school personnel as for all other students.
- Adds requirement to inform students of eligibility for automatic enrollment in advanced classes.
- Adds information on [FAFSA](#) and [WAFSA](#), including the list of what is needed to complete the financial aid applications and opportunities to help families fill out the applications.



**Policy Type: Governance Process**

**Process for Addressing Board Member Violations**

**GP-11**

The Board and its members are committed to faithful compliance with the provisions of the Board's policies. In the event of a member's violation of policy, the Board may seek remedy by the following process:

1. Conversation in a private setting between the offending member and the Board Chair or other individual member;
2. Discussion in a private session between the offending member and the Board (as permitted by law);
3. Removal of the offending member from a committee or other Board-designated responsibility, if appropriate;
4. Public censure of the offending member of the Board;
5. In cases of nonattendance, declaration of vacancy of the seat in accordance with law.

**Adopted: August 29, 2015**

**Monitoring Method: Board self-assessment**

**Monitoring Frequency: Annually in November**

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**Policy Type: Executive Limitations**

**Academic Standards and Practices**

**EL-13**

The Superintendent shall not fail to ensure that the district adopts a standards-based system of instruction with a rigorous, guaranteed, and viable curriculum for specific courses of study intended to achieve the Board’s Ends policies. Accordingly, the Superintendent may not:

1. Fail to implement rigorous academic content standards that reflect evidence-based “best practices”;
2. Fail to ensure that the district works with staff, parents, students, appropriate elements of the community, and others to review and revise content standards to ensure maximum and continuing effectiveness;
3. Fail to implement a rigorous, guaranteed and viable curriculum and program of instruction aligned with Federal, state, and the district’s adopted content standards to provide students with the educational experiences needed to achieve the standards;
4. Fail to develop assessments that will adequately measure each student’s progress toward achieving the content standards;
5. Fail to ensure that parents are kept informed of current student progress toward achieving content standards and how such progress is measured;
6. Fail to ensure that all MMK SD secondary students have a High School and Beyond Education plan.

**Adopted: August 29, 2015**

**Monitoring Method: Internal Report and Direct Inspection**

**Monitoring Frequency: Annually in November**

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Response: Compliance with the Following Exceptions.

Parents have been notified of their child’s progress through written progress reports and fall parent conferences. Parents will be notified again in Winter and Spring and with quarterly progress reports and semester grade reports. Current core curriculum (ELA, Math, Social Studies, and Science) from the 2018-19 school year has remained in place for the current school year. The Superintendent has authorized the purchase of “pilot” curriculum in Science and physics in grades 7-12, and supplemental material in Math K-12 for the 2019-20 school year. Students are assessed regularly with classroom based assessments and MAP (Measure of Academic Progress) assessments. HS Students have HSBY plans and for the 2019-20 school

year, we are exploring digital plans and implementing revising the HSBY based on the new graduation pathways.

## **Policy Type: Executive Limitations**

### **Academic Program**

**EL-14**

The Superintendent shall not fail to adopt and develop an academic program for the district to enable students to meet content standards and to achieve the Board's Ends policies.

Accordingly, the Superintendent may not:

1. Fail to develop and implement an academic program that is evidence-based, provides access and challenge for all, is complete, is culturally responsive, comprehensively uses resources, encourages innovation, and considers class size and organization, as evidenced by:
  - a. Selecting and implementing programs based on thorough analysis of research data.
  - b. Providing for appropriate differentiation of instruction within adopted curriculum to ensure that all students learn.
  - c. Ensuring that all students are provided fair and equitable access to district programs and learning opportunities.
  - d. Ensuring a well-rounded and comprehensive academic and co-curricular program;
  - e. Appropriately using expert resources, staff and community members to develop the curriculum;
  - f. Considering class size and organization as important components of the education program;
2. Fail to ensure that faculty know and teach the adopted curriculum.
3. Fail to ensure the regular monitoring and evaluation of the academic program and make appropriate modifications in practice and content, as evidenced by:
  - a. Ensuring/prioritizing adequate and appropriate instructional time for all students in the core content areas.
  - b. Increasing instructional time for students whose achievement is below grade level standards in reading, writing, and/or math.
  - c. Developing a personalized education plan for students who do not meet grade level standards in reading, writing and/or math.
  - d. Limiting such elective scheduling options as early dismissal, late arrival, assignment as a teacher's assistant, etc. to students whose achievement is at or above grade level standards in reading, writing, and/or math.
4. Fail to report to the Board (and provide sufficient advance notice to the public on) significant changes, deletions or addition of programs and courses of study.

**Adopted: August 29, 2015**

**Monitoring Method: Internal Report and Direct Inspection**

**Monitoring Frequency: Annually in November**

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Superintendent Response: In Compliance with the Following Exceptions.

The academic program that is currently in place is evidenced based and aligned to the Washington Academic Standards and Common Core State Standards in the core academic areas of Math and ELA. All students have access to the core curriculum or required specialized curriculum based on current standards. In science, the curriculum in grades K-6 utilize ETS Science Kits and is augmented with supplemental science materials. Teacher receive training on the ESD Science kits and curriculum.

The district utilizes professional development days and late arrival professional development to review student data and student performance. The district allocates time for student data analysis of student assessment data to plan additional interventions or modify instructional strategies. Students who are not at grade level are provided additional support in literacy and math. These students progress monitoring is reviewed.

With the current, change in HS Graduation pathways for the class of 2020 and beyond. The district is working on developing a more comprehensive process for students to develop and implement their High School and Beyond Plan (HSBY).

Based on the multiple pathways, MMK is limited in offering “Dual Credit” course for current HS students. We are researching the feasibility of adding more “dual-credit” options for students in literacy and math as well as additional testing options (ASVAB, SAT) for multiple entry points for students to meet local and state graduation requirements.

**Mary M. Knight School District**  
**Career & Technical Education Department**  
**Five Year Plan 2018 - 2023**

Focus Area	Program Area	Timeline	Expected Impact	Person Responsible
<b>Curriculum:</b> Review textbooks Establish replacement or update plan Review software Replacement plan Precision exams  Framework alignment Purchase new cameras Network and utilize the local business community Providing insight and direction on industry specific teachings.	Business & IT	2018-2019     2018-2023  2022-2023  2019-2020   2018-2023	To make sure the courses we are offering are current and up to date- ultimately to increase student learning and interest which should increase our numbers	Garrett Johannes
WA-ACTE Summer conference Digital photography Computer science	Business & IT	Summer 2018-2019 2019-2020	Increases safety and teacher visibility Technology update Provide students with more options for Digital Photo Class Replenish consumables, update equipment	Garrett Johannes

X Cami Ruel

X [Signature]

X Rindo Johannes

X [Signature]

X [Signature]

X Math May

X [Signature]

<p>Three advisory meetings this year with the first one being the kick off dinner meeting.</p>		<p>2018-2019</p>		
<p><b>Professional development</b>  Attend Western Governors University for business and marketing subject areas.  Get certified in CPR/First aid as required for school and student safety  WGC  Continue additional Project Based Learning training.  Continue and utilize Differentiated training  \ Network with teachers outside district to learn about curriculum, share lessons and ideas.  Continue to align curriculum thought PLC days  Seek out any ESD 113 workshops that are relevant to the business and marketing program.  Continue to teach relevant curriculum,</p>	<p>Business &amp; IT</p>	<p>2018-2019   2018-2019   2018-2023   2018-2023   2018-2023</p>		<p>Garrett Johannes</p>

<p>creating a business environment to emulate real world situations.  Renew CPR/First Aid certification as needed to comply with school and student safety.  Continue networking with other business and marketing teachers to share and review curriculum</p>		2018-2023		
<p><b>Instructional Material</b>  Look at additional resources for business and marketing instruction with a focus on updated industry standards.  Update any instructional materials with current events.  Develop curriculum that incorporate 21<sup>st</sup> Century standards in conjunction with business and industry as well as advisory committees to include the exploration of utilizing social media, new apps, and technology for the classroom.</p>	Business & IT	2019-2023		Garrett Johannes
		2018-2023		
		2019-2023		
		2018-2023		

<b>Course sequence, enrollment and staffing</b>	<b>Program successes</b>	<b>Program evolution</b>	<b>Unaccomplished goals</b>
Career Exploration Yearbook/Photography Financial Math Marketing Digital Communication Entrepreneurship	At this point there is no data to demonstrate success other than enrollment and attendance	Course offerings and teachings will continue to evolve based on factors taken into consideration will be the success. Move students towards graduation	
<b>New goal priorities</b> Gain additional industry partnerships to benefit students with job shadows, internships, CTE, and career choices as well as employment.	<b>Long term goals (3-5)</b> Continue to keep technology and curriculum up to industry standards.		

The advisory committee endorses the instructors and the continuation of this program for the 2018-2019 school year.

Print Chair name: \_\_\_\_\_

Signature of Chair: \_\_\_\_\_

Director of Career & Technical Education Signature: \_\_\_\_\_

## Alternative Learning Experience Courses

The board authorizes the creation of alternative learning experience (ALE) courses, as defined in the procedure which accompanies this policy.

The district will make available to students enrolled in an ALE courses educational opportunities designed to meet their individual needs. The district will comply with all program requirements necessary to count an ALE as a course of study and ensure state funding for ALE students.

ALE programs may include the following types of courses as defined in RCW 28A.232.010:

1. Online courses (*See Policy 2024, Online Learning*);
2. Remote courses; and
3. Site-based courses.

The board will adopt and annually review written policies authorizing ALE courses, including each ALE course and course provider. The policy must designate, by title, one or more school district official(s) responsible for overseeing the district's ALE courses.

The district establishes the following alternative courses(s) provided on site or over the internet or by other electronic means, as defined in [WAC 392-121-182](#):

Washington Connections K-12 Virtual Academy

The school district official(s) responsible for this (these) course(s) is/are:

Jenn Francis, Principal. Jarrod Hogue, Director.

### Reporting Requirements

#### 1. Annual Report to the Board of Directors

The school district official responsible for overseeing each ALE course will report at least annually to the board. This annual report will include at least the following:

1. Documentation of ALE student headcount and full-time equivalent enrollment claimed for basic education funding;
2. Identification of the overall ratio of certificated instructional staff to full-time equivalent students enrolled in each ALE course; the number of certificated staff in each ALE course;
3. A description of how the course supports the district's overall goals and objectives for student academic achievement; and
4. Results of any self-evaluations.

#### 2. Monthly Report to the Superintendent of Public Instruction

The district must report monthly to the Superintendent of Public Instruction:

1. Accurate monthly headcount and full-time equivalent enrollment for students enrolled in alternative learning experiences; and

2. Information about the resident and serving districts of such students.
3. **Annual Report to the Superintendent of Public Instruction**  
The district must submit an annual report to the Superintendent of Public Instruction detailing the costs and purposes of any expenditures made to purchase or contract for instructional or co-curricular experiences and services that are included in an ALE written student learning plan, along with the substantially similar experiences or services made available to students enrolled in the district's regular instructional program.
4. **Annual Report to the Superintendent of Public Instruction**  
The district must report annually to the Superintendent of Public Instruction:
  1. the number of certificated instructional staff full-time equivalent assigned to each alternative learning experience program; and
  2. enrollment of students (separately identified) where ALE instruction is provided entirely under contract pursuant to RCW 28A.150.305 and WAC 392-121-188.

**Assessment Requirements:**

All students enrolled in alternative learning experience courses or course work must be assessed at least annually, using, for full-time students, the state assessment for the student's grade level and using any other annual assessments required by the district.

Part-time students must also be assessed at least annually. However, part-time students who are either receiving home-based instruction under [Chapter 28A.200, RCW](#) or who are enrolled in an approved private school under [Chapter 28A.195, RCW](#) are not required to participate in the assessments required under [Chapter 28A.655, RCW](#).

Any student whose alternative learning experience enrollment is claimed as greater than 0.8 full-time equivalent in any one month through the January count date must be included by the district in any required state or federal accountability reporting for that school year, subject to existing state and federal accountability rules and procedures.

Students enrolled in nonresident district alternative learning experience courses or course work who are unable to participate in required annual state assessments at the nonresident district must have the opportunity to participate in such required annual state assessments at the district of physical residence, subject to that district's planned testing schedule. It is the responsibility of the nonresident enrolling district to establish a written agreement with the district of physical residence that facilitates all necessary coordination between the districts and with the student and, where appropriate, the student's parent(s) to fulfill this requirement. Such coordination may include:

- arranging for appropriate assessment materials;
- notifying the student of assessment administration schedules;
- arranging for the forwarding of completed assessment materials to the enrolling district for submission for scoring and reporting; and
- arranging for any allowable testing accommodations, and other steps as may be necessary.

The agreement may include rates and terms for payment of reasonable fees by the enrolling district to the district of physical residence to cover costs associated with planning for and administering the assessments to students not enrolled in the district of physical residence. Assessment results for students assessed according to these provisions must be included in the enrolling district's accountability measurements, and not in the district of physical residence's accountability measurements.

**Students who drop out of ALE courses**

A school district offering or contracting to offer an alternative learning experience course to a nonresident student must inform the resident school district if the student drops out of the course or is otherwise no longer enrolled.

**Procedures**

The superintendent is directed to develop procedures consistent with WAC 392-121-182 to govern the administration of the district's ALE courses.

Cross References: 2020 - Course Design, Selection and Adoption of Instructional Materials  
2024 - Online Learning

Legal References: RCW 28A.150.305 Alternative educational service providers — Student eligibility.  
RCW 28A.232.010 Alternative learning experience courses — Generally — Rules — Reports.  
RCW 28A.250.050 Student access to online courses and online learning programs — Policies and procedures — Course credit — Dissemination of information — Development of local or regional online learning programs.  
WAC 392-121-107 Definition-Course of study  
WAC 392-121-182 Alternative learning experience requirements  
WAC 392-121-188 Instruction provided under contract

Management Resources: 2018 - May Issue  
2017 - April Issue  
2014 - February Issue  
2012 - October Issue  
2011 - October Issue

Adoption Date:  
Classification: **Essential**  
Revised Dates: **08.05; 10.11; 06.12; 10.12; 02.13; 02.14, 04.17; 05.18**

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## Procedure - Alternative Learning Experience Courses

### Definitions

1. **Alternative learning experience (ALE)** means a course or, for grades kindergarten through eight, grade-level course work, that is a delivery method of basic education and is:
  1. Provided in whole or in part independently from a regular classroom setting or schedule, but may include components of direct instruction;
  2. Supervised, monitored, assessed, evaluated, and documented by a certificated teacher employed or contracted by the school district.
  3. Provided in accordance with a written student-learning plan that is implemented pursuant to the district's policy and Chapter 392-121, WAC.
2. **Online courses** are courses or grade-level coursework where:
  1. More than half of the course content is delivered electronically using the internet or other computer-based methods;
  2. More than half of the teaching is conducted from a remote location through an online course learning management system or other online or electronic tools;
  3. A certificated teacher has the primary responsibility for the student's instructional interaction. Instructional interaction between the teacher and the student includes, but is not limited to, direct instruction, review of assignments, assessment, testing, progress monitoring, and educational facilitation; and
  4. Students have access to the teacher synchronously, asynchronously, or both.
3. **Remote course** means an alternative learning experience course or course work that is not an online course where the written student-learning plan for the course does not include a requirement for in-person instructional contact time.
4. **Site-based course** means an alternative learning experience course or course work that is not an online course where the written student-learning plan for the course includes a requirement for in-person instructional contact time.

### Student Eligibility

1. ALE courses will be available to all students, including students with disabilities.
2. All students in grades (*insert grade levels*) are eligible to participate in ALE programs.
3. Students who wish to enroll in an ALE program must satisfy the following additional eligibility criteria: (*list additional criteria, if any*).

### Student Performance

1. Students participating in ALE will be evaluated monthly by a certificated instructional staff, or, for students whose written student learning plans include only online classes, school based support staff, to track student progress toward completion and to establish whether an

intervention plan should be developed, in accordance with WAC 392-121-182.

2. The methods for determining satisfactory progress shall be outlined in the written student learning plan and may include:
  1. Progress grades;
  2. Assignment completion rates;
  3. Non-academic factors such as attendance, attitude, and behavior; and
  4. Local school expectations.

**Student Responsibilities**

1. Students enrolled in an ALE program must meet the contact requirements defined in WAC 392-121-182.
2. *[If the district has specific contact, attendance or other ALE procedures for the student, (e.g., onsite attendance requirements, participation in orientation) list here:]*

**Parent Responsibilities**

1. Upon receipt of the district's description of the difference between home-based instruction and ALE, the parent must sign documentation attesting that he/she understands the difference.
2. *[If the district has other ALE procedures/responsibilities for parents (e.g., parent orientation or support training) list here:]*

**District Verification of Student Work**

The district will use reliable methods to verify a student is doing his or her own work. These include, but are not limited to:

1. Proctored examinations;
2. Proctored projects;
3. In-person presentations; or
4. Real-time presentations using videoconference technology.

Adoption Date:

Classification:

Revised Dates: **08.05; 10.12; 02.13; 02.14; 06.14, 04.17, 05.18; 06.18**