

**MARY M. KNIGHT SCHOOL DISTRICT NO. 311**  
**Regular Meeting of the Board of Directors**  
**Monday, February 24, 2020**  
**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.

**4. PRESENTATION:**

ESD 113 Regional Services. Dr. Dana Anderson

**5. APPROVAL OF AGENDA**

**6. CONSENT AGENDA:**

A. January 27, 2020 Regular Board Meeting Minutes

| B. Bills/Payroll                           | Check#              | Total           |
|--|---------------------|-----------------|
| 1. ASB Fund                                |                     |                 |
| A/P  | 144002911-144002915 | \$ 8,260.90     |
| 2. General Fund A/P                        | 141037849-141037884 | \$ 1,409,697.67 |
| 3. General Fund Payroll                    | 141037825-141037831 | \$ 17,559.96    |
| 4. General Fund Benefits/Deductions        | 141037832-141037848 | \$ 196,362.87   |
| 5. General Fund Payroll ACH Direct Deposit | 900004372-900004402 | \$ 88,351.10    |

C. Personnel:

1. Recommendations for hire for the 2019-20 School Year:

Adam Piekkola, Paraprofessional

2. Resignations, Terminations, Retirements:

3. Enrichment Contracts:

D. Certificated Staff: Out of Endorsement 2020-21

E. Surplus Items

F. Service Contract: None for February 2020

**7. FINANCIALS:**

A. Review of District Financial Reports

|  |                       |                 |
|--|-----------------------|-----------------|
| 1. Ending Fund Balances - January 2020 | General Fund          | \$ 2,333,237.14 |
|  | Capital Projects Fund | \$ 110.97       |
|  | Debt Service Fund     | \$ 37,901.44    |
|  | ASB Fund              | \$ 25,955.71    |

- B. Mason County Treasurer Fiscal Activity
- C. Budget Analysis
- D. Monthly Summary

**8. SUPERINTENDENT REPORT:**

**9. DICUSSION ITEMS:**

- A. Dept of Ecology-Electric School Bus Grant
- B. High School Graduation Requirements-Discussion
- C. C. Associated Student Bodies (ASB) Funds Discussion

**10. ACTION ITEMS:**

- A. Board Monitoring: Governance Policy
- B. Superintendent Reports Executive Limit
  - 1. EL-17 Student Conduct and Discipline
- C. Dept of Ecology Grant
- D. 2020-2021 School Calendar
- E. Policy Governance Calendar Update

**EXECUTIVE SESSION:**

- A. Executive session : None 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.

**ADJOURNMENT:**

**MARY M. KNIGHT SCHOOL DISTRICT NO. 311**  
**Regular Meeting of the Board of Directors**  
**Monday, January 27, 2020**  
**Administration Building**

President, Cynthia Brehmeyer called the meeting to order at 6:30 p.m. Following the flag salute, roll call was taken and visitors were welcomed.

**PRESENT** Cynthia Brehmeyer, Mike Bateman, Shawn Donnelly, Amanda Gonzales, Bryan Walsworth and Matthew Mallery, Superintendent.

**ABSENT** None

**COMMENTS** None

**PRESENTATION** Superintendent Matthew Mallery read the proclamation and presented School Board Recognition certificates to all Board members.

**CONSENT AGENDA** Bryan Walsworth moved to approve the consent agenda. Mike Bateman seconded the motion. All in favor, motion carried.

**FINANCIALS** Laurie Seymour shared the financials.

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

**DISCUSSION ITEMS:** The Board discussed Board self assessment, reader board layout and dates to schedule a working session, so scheduled February 24, 2020 at 5:00pm.

**ACTION/DECISION ITEMS:**

**GP 10** Board Member Compensation & Expenses, Sean Donnelly moved to approve GP 10, Mike Bateman seconded the motion. All in favor, motion carried.

**EXECUTIVE SESSION** The Board moved into Executive Session at 7:34 p.m. reviewing the qualifications of an applicant for public employment and or reviewing the performance of a public employee for approximately 15 minutes.

The Board re-opened the meeting at 8:18 p.m.

**ADJOURNMENT** Cynthia Brehmeyer moved to adjourn the meeting at 8:20 p.m.

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 February 24, 2020, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,260.90. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB Warrants Outstanding:  
Warrant Numbers 144002911 through 144002915, totaling \$8,260.90

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 |
|--|---|------------|-------------------------|--|-----------|----------------|--------------|
| 144002911                              | Barratt, Kristine E                                     | 02/28/2020 | FEB2020                 | EXP CLAIM- SEEDS<br>FOR MLK SERVICE<br>PROJECT | 0         | 34.36          | 34.36        |
| 40 E 530 1100 00 0000 1010 0000 0000 0 | Associated Student Body Fund/Expenditures/ARRA Title 1  |            |                         |  |           | 34.36          |              |
| 144002912                              | Ferrier, Matthew W                                      | 02/28/2020 | FEB2020                 | EXP CLAIM-B BBALL<br>DINNER                    | 0         | 213.68         | 213.68       |
| 40 E 530 2020 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/HS Boys Baske |            |                         |  |           | 213.68         |              |
| 144002913                              | MARY M KNIGHT SD 311                                    | 02/28/2020 | 2019-20 02              | CLASS OF 2019<br>DONATION TO<br>READER BOARD   | 0         | 3,287.98       | 3,555.86     |
| 40 E 530 3919 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/Class of 2019 |            |                         |  |           | 3,287.98       |              |
|  | 2019-20 03  |            |                         | CANDY CANES-REIMB<br>DISTRICT                  | 0         | 34.00          |              |
| 40 E 530 1000 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/General Stude |            |                         |  |           | 34.00          |              |
|  | FEB2020   |            |                         | TICKET TAKING                                  | 0         | 233.88         |              |
| 40 E 530 2020 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/HS Boys Baske |            |                         |  |           | 233.88         |              |
| 144002914                              | MASTERCARD CORP CLIENT PAYMENT                          | 02/28/2020 | 1877                    | SKILLS USA SHIRTS                              | 0         | 120.00         | 120.00       |
| 40 E 530 4130 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/Skills USA    |            |                         |  |           | 120.00         |              |
| 144002915                              | SOUTH SOUND BASKETBALL OFFICIALIA                       | 02/28/2020 | 47                      | BASKETBALL<br>OFFICIATING                      | 0         | 4,337.00       | 4,337.00     |
| 40 E 530 2020 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/HS Boys Baske |            |                         |  |           | 2,525.80       |              |
| 40 E 530 2025 00 0000 4730 0000 0000 0 | Associated Student Body Fund/Expenditures/HS Girls Bask |            |                         |  |           | 1,811.20       |              |
|  | 5   | Computer   | Check(s) For a Total of |  |           |                | 8,260.90     |

|           |   |                                   |                       |          |
|-----------|---|-----------------------------------|-----------------------|----------|
|           | 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     |
|           | 5 | Computer                          | Checks For a Total of | 8,260.90 |
| Total For | 5 | Manual, Wire Tran, ACH & Computer | Checks                | 8,260.90 |
| Less      | 0 | Voided                            | Checks For a Total of | 0.00     |
|           |   |                                   | Net Amount            | 8,260.90 |

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 February 24, 2020, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,409,697.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF Warrants Outstanding:  
Warrant Numbers 141037849 through 141037884, totaling \$1,409,697.67

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 |
|-----------|--|------------|---------------------|--|-----------|----------------|--------------|
| 141037849 | ALL PURPOSE DOOR REPAIR, INC           | 02/28/2020 | 26201               | GIRLS LOCKER ROOM DOOR REPAIR                    | 0         | 1,016.21       | 1,016.21     |
|           | 10 E 530 9700 64 7431 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 1,016.21       |              |
| 141037850 | AMAZON                                 | 02/28/2020 | 112-1114916-9883445 | CONSTRUCTION SUPPLIES                            | 0         | 17.35          | 590.13       |
|           | 10 E 530 5805 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/CORE PLUS CONSTRUCTION |           | 17.35          |              |
|           |  |            | 112-2837885-8245812 | LIGHT BALLAST                                    | 0         | 159.89         |              |
|           | 10 E 530 9700 64 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 159.89         |              |
|           |  |            | 112-8032755-6620213 | CONST GRANT SUPPLIES                             | 0         | 27.89          |              |
|           | 10 E 530 5805 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/CORE PLUS CONSTRUCTION |           | 27.89          |              |
|           |  |            | 113-0557639-7189054 | ART SUPPLIES                                     | 0         | 65.21          |              |
|           | 10 E 530 0100 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/Basic Education        |           | 65.21          |              |
|           |  |            | 113-2866228-3614667 | DIST OFFICE/BOARD ROOM SUPPLIES                  | 0         | 71.62          |              |
|           | 10 E 530 9700 12 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 48.84          |              |
|           | 10 E 530 9700 13 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 22.78          |              |
|           |  |            | 113-3904779-4082617 | ART SUPPLIES                                     | 0         | 108.59         |              |
|           | 10 E 530 0100 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/Basic Education        |           | 108.59         |              |
|           |  |            | 113-4143654-0470651 | OVERHEAD REMOTE BATTERIES                        | 0         | 6.50           |              |
|           | 10 E 530 9700 13 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 6.50           |              |
|           |  |            | 113-7167924-0350667 | ART SUPPLIES                                     | 0         | 28.86          |              |
|           | 10 E 530 0100 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/Basic Education        |           | 28.86          |              |
|           |  |            | 113-7507767-6217833 | CAN AIR, FAN                                     | 0         | 35.89          |              |
|           | 10 E 530 9700 13 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 35.89          |              |
|           |  |            | 113-9920899-7789024 | ART SUPPLIES                                     | 0         | 68.33          |              |
|           | 10 E 530 0100 27 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/Basic Education        |           | 68.33          |              |
| 141037851 | Anderson, Desiree Kay                  | 02/28/2020 | FEB2020             | IN LIEU MILEAGE                                  | 0         | 29.00          | 29.00        |
|           | 10 E 530 9900 52 8580 0110 0000 0000 0 |            |                     | General Fund/Expenditures/Transportation         |           | 29.00          |              |
| 141037852 | CAUSGROVE TECHNOLOGIES                 | 02/28/2020 | FEB20               | 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       |              |
| 141037853 | CENTRAL SALES                          | 02/28/2020 | 73223               | CUSTODIAL SUPPLIES                               | 0         | 1,184.80       | 1,184.80     |
|           | 10 E 530 9700 64 5610 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 1,184.80       |              |
| 141037854 | CENTURYLINK                            | 02/28/2020 | 3604266\67637B      | Long Distance                                    | 0         | 516.32         | 516.32       |
|           | 10 E 530 9700 65 7530 0110 0000 0000 0 |            |                     | General Fund/Expenditures/District Support       |           | 516.32         |              |
| 141037855 | CENTURYLINK- BUSINESS SERVICES         | 02/28/2020 | 1484734099          | PHONE SERVICE                                    | 0         | 20.70          | 20.70        |

| 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 |           | 20.70          |              |
| 141037856                              | Connections Eduction        | 02/28/2020 | FEB20          | WACA SERVICES                              | 0         | 1,321,720.29   | 1,321,720.29 |
| 10 E 530 0200 27 7321 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/ALE              |           | 1,177,234.66   |              |
| 10 E 530 0200 27 7321 0110 2100 0000 0 |                             |            |                | General Fund/Expenditures/ALE              |           | 144,485.63     |              |
| 141037857                              | DAIRY FRESH FARMS INC       | 02/28/2020 | 1122002011     | MILK SUPPLIES                              | 0         | 130.28         | 833.78       |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Food Service     |           | 130.28         |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            | 1122002012     | MILK SUPPLIES                              | 0         | -12.20         |              |
|  |                             |            |                | General Fund/Expenditures/Food Service     |           | -12.20         |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            | 1122002714     | MILK SUPPLIES                              | 0         | 168.71         |              |
|  |                             |            |                | General Fund/Expenditures/Food Service     |           | 168.71         |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            | 1122003416     | MILK SUPPLIES                              | 0         | 267.26         |              |
|  |                             |            |                | General Fund/Expenditures/Food Service     |           | 267.26         |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            | 1122004112     | MILK SUPPLIES                              | 0         | 216.08         |              |
|  |                             |            |                | General Fund/Expenditures/Food Service     |           | 216.08         |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                             |            | 1122004410     | MILK SUPPLIES                              | 0         | 63.65          |              |
|  |                             |            |                | General Fund/Expenditures/Food Service     |           | 63.65          |              |
| 141037858                              | Elma School District No. 68 | 02/28/2020 | 00000151682    | V08 WIPERS,<br>FILTERS, BRAKES             | 0         | 638.88         | 10,639.52    |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 287.12         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 351.76         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 00000151709    | 412 EXHAUST                                | 0         | 1,118.07       |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 710.78         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 407.29         |              |
| 10 E 530 9700 64 5610 0110 0000 0000 0 |                             |            | 0000151680     | GENERATOR REPAIRS                          | 0         | 2,481.06       |              |
|  |                             |            |                | General Fund/Expenditures/District Support |           | 1,839.76       |              |
| 10 E 530 9700 64 7340 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/District Support |           | 641.30         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151681     | 402<br>COOLING/EHAUST<br>REPAIR/MAINT      | 0         | 856.09         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 393.26         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 462.83         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151683     | V09 OIL FILTERS<br>PREVENTATIVE            | 0         | 637.58         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 285.82         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 351.76         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151684     | 412 COOLING<br>EXHAUST REPAIR              | 0         | 1,973.06       |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 1,084.42       |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 888.64         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151685     | 419 NEW BUS<br>MAINTENANCE                 | 0         | 503.13         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 336.50         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 166.63         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151703     | V09 WIPER REPAIR                           | 0         | 208.13         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 152.58         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 55.55          |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151704     | 402 HATCH ALARM                            | 0         | 157.55         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 9.43           |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                             |            |                | General Fund/Expenditures/Transportation   |           | 148.12         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                             |            | 0000151705     | 493<br>COOLING/WINDOW<br>LATCH             | 0         | 138.38         |              |
|  |                             |            |                | General Fund/Expenditures/Transportation   |           | 8.78           |              |

| Check Nbr                              | Vendor Name                    | Check Date | Invoice Number | Invoice Desc  | PO Number | Invoice Amount | Check Amount |
|--|--------------------------------|------------|----------------|---|-----------|----------------|--------------|
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 129.60         |              |
|  |                                |            | 0000151706     | 407 OIL/GLASS DOOR                                  | 0         | 780.88         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 410.61         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 370.27         |              |
|  |                                |            | 0000151707     | 416 OIL/COOLING                                     | 0         | 365.49         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 106.30         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 259.19         |              |
|  |                                |            | 0000151708     | 412 MIRROR WIRING                                   | 0         | 781.22         |              |
| 10 E 530 9900 53 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 336.89         |              |
| 10 E 530 9900 53 7511 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation            |           | 444.33         |              |
| 141037859                              | ESD 113                        | 02/28/2020 | 1002000222     | OCT 2019 SPED SERVICES                              | 0         | 13,208.92      | 35,021.93    |
| 10 E 530 2400 26 7591 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/SPED Federal Supplemental |           | 13,208.92      |              |
|  |                                |            | 1002001324     | GRAVITY RE-ENGAGEMENT                               | 0         | 807.80         |              |
| 10 E 530 0300 27 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Dropout Re-enga           |           | 807.80         |              |
|  |                                |            | 1002001376     | FEBRUARY 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      |              |
|  |                                |            | 1002001424     | FEBRUARY CRISC                                      | 0         | 7,796.29       |              |
| 10 E 530 9700 72 7351 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       |              |
| 141037860                              | Finch, Andee                   | 02/28/2020 | FEB2020        | NURSE SERVICES                                      | 0         | 861.34         | 861.34       |
| 10 E 530 0100 26 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 861.34         |              |
| 141037861                              | GRAYS HARBOR COMMUNITY COLLEGE | 02/28/2020 | FALL2019       | RUNNING START 2.5 FTE                               | 0         | 6,669.00       | 6,669.00     |
| 10 E 530 0100 27 7320 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 6,669.00       |              |
| 141037862                              | GRIZZLY INDUSTRIAL, INC        | 02/28/2020 | 9942810-01     | CNC ROUTER  | 0         | 6,830.46       | 6,830.46     |
| 10 E 530 5805 27 9731 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/CORE PLUS CONSTRUCTION    |           | 6,830.46       |              |
| 141037863                              | Hanson Law Offices             | 02/28/2020 | 288            | LEGAL SERVICES                                      | 0         | 275.00         | 275.00       |
| 10 E 530 9700 11 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support          |           | 275.00         |              |
| 141037864                              | Kelley Imaging Systems         | 02/28/2020 | IN631612       | COPIER  | 0         | 171.86         | 171.86       |
| 10 E 530 0100 27 7550 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 171.86         |              |
| 141037865                              | Kelley Imaging Systems         | 02/28/2020 | 26434228       | COPIER LEASE  | 0         | 401.76         | 401.76       |
| 10 E 530 0100 27 7550 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 401.76         |              |
| 141037866                              | LIBRARYWORLD INC               | 02/28/2020 | 2020-1138      | RENEWAL   | 0         | 450.00         | 450.00       |
| 10 E 530 0100 22 7350 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 450.00         |              |
| 141037867                              | MASON COUNTY GARBAGE, INC      | 02/28/2020 | 5967019        | GARBAGE/RECYCLE                                     | 0         | 394.33         | 668.19       |
| 10 E 530 9700 65 7420 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support          |           | 394.33         |              |
|  |                                |            | 59673878       | GARBAGE/RECYCLE                                     | 0         | 273.86         |              |
| 10 E 530 9700 65 7420 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support          |           | 273.86         |              |
| 141037868                              | MASTERCARD CORP CLIENT PAYMENT | 02/28/2020 | 027825         | FINANCE CHARGE                                      | 0         | 13.14          | 527.87       |
| 10 E 530 9700 13 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support          |           | 13.14          |              |
|  |                                |            | 2440           | SUPPLIES, BATTERIES                                 | 0         | 63.62          |              |
| 10 E 530 0100 23 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education           |           | 35.34          |              |
| 10 E 530 9700 64 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support          |           | 28.28          |              |
|  |                                |            | 9550           | BATTERIES, HAMBURGER, PARTS, SUPPLIES               | 0         | 451.11         |              |

| Check Nbr                              | Vendor Name                    | Check Date | Invoice Number | Invoice Desc   | PO Number | Invoice Amount | Check Amount |
|--|--------------------------------|------------|----------------|--|-----------|----------------|--------------|
| 10 E 530 9700 64 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 174.86         |              |
| 10 E 530 0100 27 5650 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education              |           | 59.95          |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Food Service                 |           | 216.30         |              |
| 141037869                              | MATLOCK STORE                  | 02/28/2020 | FEB2020        | FUEL   | 0         | 2,847.83       | 2,847.83     |
| 10 E 530 9900 52 5626 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Transportation               |           | 2,284.42       |              |
| 10 E 530 9900 52 5626 0110 2100 0000 0 |                                |            |                | General Fund/Expenditures/Transportation               |           | 563.41         |              |
| 141037870                              | OLYMPIC PENINSULA CONSULTANTS  | 02/28/2020 | 20200205       | CAT 2 BUDGET FOR 2020                                  | 0         | 15.00          | 15.00        |
| 10 E 530 9700 13 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 15.00          |              |
| 141037871                              | ORKIN EXTERMINATING            | 02/28/2020 | 27995182       | Pest Control   | 0         | 120.27         | 120.27       |
| 10 E 530 9700 64 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 120.27         |              |
| 141037872                              | PORTER FOSTER RORICK LLP       | 02/28/2020 | 110330         | LEGAL SERVICES   | 0         | 2,085.00       | 2,085.00     |
| 10 E 530 9700 11 7340 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 2,085.00       |              |
| 141037873                              | POSTMASTER                     | 02/28/2020 | FEB2020        | POSTAGE  | 0         | 165.00         | 165.00       |
| 10 E 530 9700 13 5500 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 165.00         |              |
| 141037874                              | PUD 3                          | 02/28/2020 | 25815001       | Power  | 0         | 216.22         | 5,060.11     |
| 10 E 530 9700 65 7622 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 216.22         |              |
| 10 E 530 9700 65 7622 0110 0000 0000 0 |                                |            | 25817001       | Power  | 0         | 4,645.04       |              |
|  |                                |            |                | General Fund/Expenditures/District Support             |           | 4,645.04       |              |
| 10 E 530 9700 65 7622 0110 0000 0000 0 |                                |            | 73599001       | Power  | 0         | 198.85         |              |
|  |                                |            |                | General Fund/Expenditures/District Support             |           | 198.85         |              |
| 141037875                              | RICHERT, DOUGLAS G             | 02/28/2020 | FEB2020        | EXPENSE CLAIM-BEST MENTOR TRAVEL                       | 0         | 183.28         | 183.28       |
| 10 E 530 7900 31 8580 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Other Instructional Programs |           | 183.28         |              |
| 141037876                              | SCHOLASTIC BOOK CLUBS, INC     | 02/28/2020 | 2495619781     | CLASSROOM SUPPLIES                                     | 0         | 163.29         | 163.29       |
| 10 E 530 0100 27 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education              |           | 163.29         |              |
| 141037877                              | Seymour, Laura A               | 02/28/2020 | FEB2020        | EXP CLAIM-MILES TO BUS ACAD, CERT MAIL                 | 0         | 92.79          | 92.79        |
| 10 E 530 9700 13 5500 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 4.05           |              |
| 10 E 530 9700 13 8580 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 88.74          |              |
| 141037878                              | SHELTON JUNIOR PROGRAMS        | 02/28/2020 | 20-01          | SUPER SCIENTIFIC CIRCUS 1/28/20-36 STUDENTS            | 0         | 144.00         | 144.00       |
| 10 E 530 0100 27 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Basic Education              |           | 144.00         |              |
| 141037879                              | Smith, Alma                    | 02/28/2020 | FEB2020        | EXP CLAIM-CORE PLUS GRANT SUPPLIES-WOOD                | 0         | 1,059.75       | 1,059.75     |
| 10 E 530 5805 27 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/CORE PLUS CONSTRUCTION       |           | 1,059.75       |              |
| 141037880                              | Stanley Convergent Security So | 02/28/2020 | 17169741       | ALARM REPAIR   | 0         | 1,281.29       | 1,859.67     |
| 10 E 530 9700 64 7430 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/District Support             |           | 1,281.29       |              |
| 10 E 530 9700 64 7430 0110 0000 0000 0 |                                |            | 17228829       | TROUBLESHOOT/REPAIR ALARMS                             | 0         | 578.38         |              |
|  |                                |            |                | General Fund/Expenditures/District Support             |           | 578.38         |              |
| 141037881                              | UNITED SCHOOLS INS PROGRAM     | 02/28/2020 | 9945           | RIGHT RESPONSE TRAINING                                | 0         | 19.26          | 19.26        |
| 10 E 530 2100 31 7330 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/SPED State Supplemental      |           | 19.26          |              |
| 141037882                              | US Foods                       | 02/28/2020 | 3010670        | FOOD SUPPLIES  | 0         | 738.74         | 5,183.12     |
| 10 E 530 9800 44 5610 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Food Service                 |           | 8.42           |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |                                |            |                | General Fund/Expenditures/Food Service                 |           | 730.32         |              |

| Check Nbr                              | Vendor Name | Check Date | Invoice Number                             | Invoice Desc                        | PO Number   | Invoice Amount          | Check Amount |
|--|-------------|------------|--|-------------------------------------|-------------|-------------------------|--------------|
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 3010671                                    | FOOD SUPPLIES                       | 0           | 74.33                   |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 74.33                   |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 3140600                                    | FOOD SUPPLIES                       | 0           | 185.03                  |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 185.03                  |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 3140601                                    | FOOD SUPPLIES                       | 0           | 1,524.03                |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 1,524.03                |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 3272391                                    | FOOD SUPPLIES                       | 0           | 1,494.64                |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 1,494.64                |              |
| 10 E 530 9800 44 5610 0110 0000 0000 0 |             |            | 4822038                                    | FOOD SUPPLIES                       | 0           | 23.27                   |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 23.27                   |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 5775047                                    | FOOD SUPPLIES                       | 0           | 1,120.85                |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 1,120.85                |              |
| 10 E 530 9800 42 5630 0110 0000 0000 0 |             |            | 5775048                                    | FOOD SUPPLIES                       | 0           | 22.23                   |              |
|  |             |            | General Fund/Expenditures/Food Service     |                                     |             | 22.23                   |              |
| 141037883 USPS                         |             | 02/28/2020 | FEB2020                                    | NEWSLETTER BULK MAILING             | 0           | 65.02                   | 65.02        |
| 10 E 530 9700 15 5610 0110 0000 0000 0 |             |            | General Fund/Expenditures/District Support |                                     |             | 65.02                   |              |
| 141037884 WASBO                        |             | 02/28/2020 | 300003329                                  | BUSINESS MANAGER ANNUAL FEE 2019-20 | 0           | 175.00                  | 175.00       |
| 10 E 530 9700 13 7340 0110 0000 0000 0 |             |            | General Fund/Expenditures/District Support |                                     |             | 175.00                  |              |
|  |             |            |  |                                     | 36 Computer | Check(s) For a Total of | 1,409,697.67 |

|           |    |                                   |                       |              |
|-----------|----|-----------------------------------|-----------------------|--------------|
|           | 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         |
|           | 36 | Computer                          | Checks For a Total of | 1,409,697.67 |
| Total For | 36 | Manual, Wire Tran, ACH & Computer | Checks                | 1,409,697.67 |
| Less      | 0  | Voided                            | Checks For a Total of | 0.00         |
|           |    |                                   | Net Amount            | 1,409,697.67 |

Payments have been 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. Those payments have been recorded on a listing which has been made available to the board.

As of February 24, 2020, the board, by a \_\_\_\_\_ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: COUNTY TREASURER - GF Warrants Outstanding Check Number 141037825 through 141037831 and for payment those Direct Deposits included in the following list and further described as follows: COUNTY TREASURER - GF Warrants Outstanding Direct Deposit Number 900004372 through 900004402 in the total amount of \$213,922.83.

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

4pacpv04.p MARY M KNIGHT SD 311 3:23 PM 02/21/20  
 05.19.10.00.00-010049 PAY SUMMARY FOR MON / Monthly - AFTER CALCS PAGE: 1  
 CHECK DATE: 02/28/2020 PERIOD ENDING DATE: 02/28/2020  
 Board Report

| <u>PAY</u> | <u>DESCRIPTION</u> | <u>COUNT</u> | <u>FACTOR</u> | <u>HOURS</u> | <u>GROSS</u> | <u>RETIRE<br/>HOURS</u> |
|------------|--------------------|--------------|---------------|--------------|--------------|-------------------------|
| 00024      | Class Base         | 1            | 1.0000        |              | 1,259.01     | 85.50                   |
| 00303      | Skills USA         | 1            | 1.0000        |              | 169.00       | 18.00                   |
| 00503      | Year-Book          | 1            | 1.0000        |              | 169.00       | 18.00                   |
| 00705      | Sick Leave BB      | 1            | 80.0000       |              | 1,201.93     |                         |
| 00A44      | Supplemental #1    | 1            | 1.0000        |              | 300.42       | 4.50                    |
| 10003      | Admin Base         | 2            | 2.0000        |              | 18,750.01    | 312.00                  |
| 10013      | Cert Base          | 20           | 13.0000       |              | 64,587.37    | 1755.30                 |
| 10023      | Class Base         | 21           | 10.0000       |              | 25,248.07    | 1027.80                 |
| 10024      | Class Base         | 11           | 9.0000        |              | 19,575.80    | 1215.00                 |
| 10030      | Cert Sub Cover     | 5            | 10.0000       |              | 300.00       |                         |
| 10083      | Cheerleading       | 1            | 1.0000        |              | 338.00       | 36.00                   |
| 10103      | Class Advisor      | 1            | 1.0000        |              | 153.20       | -5.00                   |
| 10203      | Athletic Direct    | 1            | 1.0000        |              | 430.07       | 9.00                    |
| 10413      | ASB Advisor        | 1            | 1.0000        |              | 225.34       | 18.00                   |
| 10705      | Sick Leave BB      | 1            | 28.0000       |              | 235.71       | 28.00                   |
| 10A33      | Prof Dev #1        | 15           | 13.0000       |              | 717.67       |                         |
| 10C23      | Prof Developmen    | 18           | 13.0000       |              | 1,794.14     |                         |
| LWOP3      | Leave w/o Pay      | 4            |               | -6.2500      | -116.57      | -6.30                   |
| LWOP4      | Leave w/o Pay      | 3            |               | -60.0000     | -1,126.64    | -60.00                  |
| T0.4       | OVT HOURS          | 1            |               | 12.0000      | 383.40       | 12.00                   |
| T514       | EXTRA HOURS        | 1            |               | 6.0000       | 365.52       | 6.00                    |
| TAD*3      | Addt'l Hours       | 13           |               | 61.5000      | 1,109.27     | 61.60                   |
| TAD*4      | Addt'l Hours       | 4            |               | 17.7500      | 363.33       | 17.80                   |
| TC.4       | CUST SUBS          | 1            |               | 91.0000      | 1,228.50     | 91.00                   |
| TED*4      | Extra Drive        | 4            |               | 80.5000      | 1,670.44     | 80.60                   |
| TP.3       | PARA SUB           | 1            |               | 81.2500      | 1,096.88     | 81.30                   |
| TSB*4      | Stand By           | 3            |               | 35.5000      | 497.00       | 35.60                   |
| TT.3       | CERTSUBS           | 6            |               | 189.0000     | 5,375.88     | 189.00                  |
| TTK3       | TICKET TAKER       | 1            |               | 14.0000      | 189.00       | 14.00                   |
|            | REPORT TOTAL       | 144          | 186.0000      | 522.2500     | 146,490.75   | 5044.70                 |

Board Report

| <u>CODE</u> | <u>DESCRIPTION</u> | <u>CATEGORY</u> | <u>COUNT</u> | <u>AMOUNT</u> |
|-------------|--------------------|-----------------|--------------|---------------|
| 1FIC        | FICA               | FICA            | 144          | 8,802.58      |
| 1FIT        | Fed Inc Tax        | FEDERAL TAX     | 134          | 10,708.83     |
| 1FIT+       | FIT Add Amount     | FEDERAL TAX     | 13           | 713.00        |
| 1FLB        | WA Paid Fam Lv     | PFML            | 144          | 195.28        |
| 1Med        | Medicare           | MEDICARE        | 144          | 2,058.66      |
| 1ReE0       | SERS Plan 0        | RETIREMENT      | 3            |               |
| 1ReE2       | SERS Plan 2        | RETIREMENT      | 40           | 2,429.25      |
| 1ReE3       | SERS Plan 3        | RETIREMENT      | 33           | 1,271.31      |
| 1ReT0       | TRS Plan 0         | RETIREMENT      | 2            |               |
| 1ReT2       | TRS Plan 2         | RETIREMENT      | 40           | 3,169.95      |
| 1ReT3       | TRS Plan 3         | RETIREMENT      | 26           | 4,247.74      |
| 1WC         | Workers' Comp      | WORKERS' COMP   | 142          | 286.58        |
| 2MLB        | WA Paid Med Lv     | PFML            | 144          | 175.79        |
| A2110       | PSE Union 1.75     |                 | 52           | 586.69        |
| A3110       | PSE - Local Due    |                 | 27           | 14.00         |
| A5128       | DRS - Def. Comp    | TSA-BEFORE TAX  | 5            | 180.00        |
| ADJ         | Net Pay            |                 | 1            | -3.04         |
| F0FAA       | WEA Dues .76       |                 | 16           | 843.26        |
| F1FAE       | WEA PAC            |                 | 7            | 9.00          |
| FCPE        | NEA FCPE           |                 | 3            | 2.00          |
| HCFSA       | Medical FSA        | OTH BEF TAX     | 6            | 541.67        |
| I0123       | SECU               |                 | 2            | 180.00        |
| KO3ER       | Kai WA PPO3 EMP    | OTH BEF TAX     | 1            | 116.00        |
| KW3ER       | Kai WA Core3EMP    | OTH BEF TAX     | 5            | 178.00        |
| LTDBU       | Supp LTD           |                 | 11           | 178.21        |
| PHER        | Prem Hgh PPOEMP    | OTH BEF TAX     | 5            | 280.00        |
| PHFR        | Prem Hgh PPOFAM    | OTH BEF TAX     | 5            | 420.00        |
| PSCR        | Prem Std PPOE/C    | OTH BEF TAX     | 1            | 39.00         |
| PSER        | Prem Std PPOEMP    | OTH BEF TAX     | 7            | 138.00        |
| PSFR        | Prem Std PPOFAM    | OTH BEF TAX     | 3            | 66.00         |
| R1121       | Retiree Assoc      |                 | 2            | 7.00          |
| V0281       | United Way         |                 | 2            | 10.00         |
| VACR        | UMP Achieve2E/C    | OTH BEF TAX     | 3            | 344.00        |
| VAER        | UMP Achieve2EMP    | OTH BEF TAX     | 3            | 294.00        |
| VAFR        | UMP Achieve2FAM    | OTH BEF TAX     | 3            | 319.00        |
| VASR        | UMP Achieve2E/S    | OTH BEF TAX     | 1            | 221.00        |
| VEBA3       | VEBA III           | OTH BEF TAX     | 1            | 1,201.93      |
| VUER        | UMP Achieve1EMP    | OTH BEF TAX     | 2            | 66.00         |
| VUFR        | UMP Achieve1FAM    | OTH BEF TAX     | 8            | 289.00        |
|             |                    |                 | 1191         | 40,579.69     |

Board Report

| <u>CODE</u> | <u>DESCRIPTION</u> | <u>CATEGORY</u> | <u>COUNT</u> | <u>AMOUNT</u> |
|-------------|--------------------|-----------------|--------------|---------------|
| 1FIC        | FICA               | FICA            | 144          | 8,802.58      |
| 1FLBA       | FML ADJ            |                 | 1            | 3.04          |
| 1Med        | Medicare           | MEDICARE        | 144          | 2,058.66      |
| 1ReE0       | SERS Plan 0        | RETIREMENT      | 3            |               |
| 1ReE2       | SERS Plan 2        | RETIREMENT      | 40           | 3,883.84      |
| 1ReE3       | SERS Plan 3        | RETIREMENT      | 33           | 2,795.62      |
| 1ReT0       | TRS Plan 0         | RETIREMENT      | 2            |               |
| 1ReT2       | TRS Plan 2         | RETIREMENT      | 40           | 6,341.52      |
| 1ReT3       | TRS Plan 3         | RETIREMENT      | 26           | 7,275.82      |
| 1SEBB       | SEBB               |                 | 51           | 31,808.00     |
| 1UC         | Unemployment 00    | UNEMPLOY COMP   | 144          | 477.71        |
| 1WC         | Workers' Comp      | WORKERS' COMP   | 142          | 3,985.29      |
|             |                    |                 | 770          | 67,432.08     |

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

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 February 24, 2020, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$196,362.87. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF Warrants Outstanding:  
Warrant Numbers 141037832 through 141037848, totaling \$196,362.87

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 |
|-----------|--|------------|---|-----------------|-----------|------------------------|--------------|
| 141037832 | COLUMBIA BANK - PR DEP<br>10 L 650 0000 00 0000 0000 0000    | 02/28/2020 | 20200228AK<br>General Fund/Deposits                     | Payroll accrual | 0         | 88,351.10<br>88,351.10 | 88,351.10    |
| 141037833 | DEPT OF RETIREMENT<br>10 L 610 0000 00 0000 0000 0000        | 02/28/2020 | 20200228AD1ReE0<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 0.00<br>0.00           | 31,415.05    |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD1ReE2<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 2,429.25<br>2,429.25   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD1ReE3<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 1,271.31<br>1,271.31   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD1ReT0<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 0.00<br>0.00           |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD1ReT2<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 3,169.95<br>3,169.95   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD1ReT3<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 4,247.74<br>4,247.74   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReE0<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 0.00<br>0.00           |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReE2<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 3,883.84<br>3,883.84   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReE3<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 2,795.62<br>2,795.62   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReT0<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 0.00<br>0.00           |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReT2<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 6,341.52<br>6,341.52   |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1ReT3<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 7,275.82<br>7,275.82   |              |
| 141037834 | DRS-DEFERRED COMP PROGRAM<br>10 L 610 0000 00 0000 0000 0000 | 02/28/2020 | 20200228ADA5128<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 180.00<br>180.00       | 180.00       |
| 141037835 | EMPLOYMENT SECURITY DEPT<br>10 L 610 0000 00 0000 0000 0000  | 02/28/2020 | 20200228AD1FLB<br>General Fund/Payroll Ded & Taxes Pay  | Payroll accrual | 0         | 195.28<br>195.28       | 371.07       |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AD2MLB<br>General Fund/Payroll Ded & Taxes Pay  | Payroll accrual | 0         | 175.79<br>175.79       |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228ADADJ<br>General Fund/Payroll Ded & Taxes Pay   | Payroll accrual | 0         | -3.04<br>-3.04         |              |
|           | 10 L 610 0000 00 0000 0000 0000                              |            | 20200228AF1FLBA<br>General Fund/Payroll Ded & Taxes Pay | Payroll accrual | 0         | 3.04<br>3.04           |              |

| Check Nbr | Vendor Name  | Check Date | Invoice Number  | Invoice Desc  | PO Number | Invoice Amount         | Check Amount |
|-----------|--|------------|-----------------|---|-----------|------------------------|--------------|
| 141037836 | ESD-UNEMPLOYMENT C<br>10 L 610 0000 00 0000 0000 0000 0000     | 02/28/2020 | 20200228AF1UC   | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 477.71<br>477.71       | 477.71       |
| 141037837 | ESD-WORKERS COMP<br>10 L 610 0000 00 0000 0000 0000 0000       | 02/28/2020 | 20200228AD1WC   | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 286.58<br>286.58       | 4,271.87     |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AF1WC   | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 3,985.29<br>3,985.29   |              |
| 141037838 | HCA-SEBB BENEFITS<br>10 L 610 0000 00 0000 0000 0000 0000      | 02/28/2020 | 20200228ADK03ER | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 116.00<br>116.00       | 34,578.00    |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADKW3ER | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 178.00<br>178.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADPHER  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 280.00<br>280.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADPHFR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 420.00<br>420.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADPSCR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 39.00<br>39.00         |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADPSEER | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 138.00<br>138.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADPSFR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 66.00<br>66.00         |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVACR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 344.00<br>344.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVAER  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 294.00<br>294.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVAFR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 319.00<br>319.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVASR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 221.00<br>221.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVUER  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 66.00<br>66.00         |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228ADVUFR  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 289.00<br>289.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AF1SEBB | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 31,808.00<br>31,808.00 |              |
| 141037839 | HCA-SEBB FLEX SPEND<br>10 L 610 0000 00 0000 0000 0000 0000    | 02/28/2020 | 20200228ADHCFSA | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 541.67<br>541.67       | 541.67       |
| 141037840 | MASON COUNTY TREASURER<br>10 L 610 0000 00 0000 0000 0000 0000 | 02/28/2020 | 20200228AD1FIC  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 8,802.58<br>8,802.58   | 33,144.31    |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AD1FIT  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 10,708.83<br>10,708.83 |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AD1FIT+ | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 713.00<br>713.00       |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AD1Med  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 2,058.66<br>2,058.66   |              |
|           | 10 L 610 0000 00 0000 0000 0000 0000                           |            | 20200228AF1FIC  | Payroll accrual<br>General Fund/Payroll Ded & Taxes Pay | 0         | 8,802.58<br>8,802.58   |              |
|           |  |            | 20200228AF1Med  | Payroll accrual   | 0         | 2,058.66               |              |

| Check Nbr                            | Vendor Name                    | Check Date | Invoice Number        | Invoice Desc    | PO Number | Invoice Amount | Check Amount |
|--------------------------------------|--------------------------------|------------|-----------------------|-----------------|-----------|----------------|--------------|
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 2,058.66       |              |
| 141037841                            | PSE - PUBLIC SCHOOL EMPLOYEES  | 02/28/2020 | 20200228ADA2110       | Payroll accrual | 0         | 586.69         | 586.69       |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 586.69         |              |
| 141037842                            | PSE-MMK                        | 02/28/2020 | 20200228ADA3110       | Payroll accrual | 0         | 14.00          | 14.00        |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 14.00          |              |
| 141037843                            | SECU - SCHOOL EMPLOYEES CREDIT | 02/28/2020 | 20200228ADI0123       | Payroll accrual | 0         | 180.00         | 180.00       |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 180.00         |              |
| 141037844                            | The Standard Insurance Company | 02/28/2020 | 20200228ADLTDBU       | Payroll accrual | 0         | 178.21         | 178.21       |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 178.21         |              |
| 141037845                            | UNITED WAY                     | 02/28/2020 | 20200228ADV0281       | Payroll accrual | 0         | 10.00          | 10.00        |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 10.00          |              |
| 141037846                            | VEBA TRUST                     | 02/28/2020 | 20200228ADVEBA3       | Payroll accrual | 0         | 1,201.93       | 1,201.93     |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 1,201.93       |              |
| 141037847                            | WA STATE SCHOOL RETIREES ASSOC | 02/28/2020 | 20200228ADR1121       | Payroll accrual | 0         | 7.00           | 7.00         |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 7.00           |              |
| 141037848                            | WEA Payroll Deductions         | 02/28/2020 | 20200228ADF0FAA       | Payroll accrual | 0         | 843.26         | 854.26       |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 843.26         |              |
|                                      |                                |            | 20200228ADF1FAE       | Payroll accrual | 0         | 9.00           |              |
| 10 L 610 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Payroll  | Ded & Taxes Pay |           | 9.00           |              |
|                                      |                                |            | 20200228ADFCPE        | Payroll accrual | 0         | 2.00           |              |
| 10 L 601 0000 00 0000 0000 0000 0000 |                                |            | General Fund/Accounts | Payable         |           | 2.00           |              |

17 Computer Check(s) For a Total of 196,362.87

|           |    |                                   |                       |            |
|-----------|----|-----------------------------------|-----------------------|------------|
|           | 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       |
|           | 17 | Computer                          | Checks For a Total of | 196,362.87 |
| Total For | 17 | Manual, Wire Tran, ACH & Computer | Checks                | 196,362.87 |
| Less      | 0  | Voided                            | Checks For a Total of | 0.00       |
|           |    |                                   | Net Amount            | 196,362.87 |

MARY M. KNIGHT SCHOOL DISTRICT #311

Monthly Pay Compute for Month Ending: February 2020

Total Gross Pay 146,490.75

Employer Paid Benefits

|              |             |           |
|--------------|-------------|-----------|
| FICA         | 8,802.58    |           |
| Medicare     | 2,058.66    |           |
| Unemployment | 477.71      |           |
| Workers Comp | 3,985.29    |           |
| Adjustment   | <u>3.04</u> |           |
| Total        |             | 15,327.28 |

Retirement

|            |             |           |
|------------|-------------|-----------|
| TRS 2      | 6,341.52    |           |
| TRS 3      | 7,275.82    |           |
| Adjustment | <u>0.00</u> |           |
| Total      |             | 13,617.34 |

|            |             |          |
|------------|-------------|----------|
| SERS 2     | 3,883.84    |          |
| SERS 3     | 2,795.62    |          |
| Adjustment | <u>0.00</u> |          |
| Total      |             | 6,679.46 |

Medical Benefits

|       |           |                  |
|-------|-----------|------------------|
| SEBB  | 31,808.00 |                  |
| Total |           | <u>31,808.00</u> |

Grand Total 67,432.08

Total Gross Pay and Employer Benefits 213,922.83

Payroll Compute Proof (from Object/Summary Report Post Pay C 213,922.83

Audit Proof 0.00

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For January-2020  
 Month Year

School District No. 311

ESD No. 113

|   | Item No. | General Fund 1        | ASB Fund 4         |
|---|----------|-----------------------|--------------------|
| <b>I CASH:</b>  |          |                       |                    |
| Beginning Cash Balance  |          | 953,552.01            | 802.47             |
| <b>ADD:</b> School District Deposits Received In  | 01       | 5,448.53 ✓            | 1,972.64 ✓         |
| Investment Earnings   | 02       |                       | 32.52 ✓            |
| Investments Sold (Exclude Interest)   | 03       | 660,782.23 ✓          | 87.96 ✓            |
| 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       | 1,034,761.53          |                    |
| Other Cash Increases - Identify   | 19       |                       |                    |
| <b>DEDUCT:</b> Warrants Redeemed  | 05       | 1,056,465.69 ✓        | 640.48             |
| 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       |                       |                    |
| <b>Ending Cash Balance</b>  |          | <b>1,598,078.61</b> ✓ | <b>2,255.11</b> ✓  |
| <b>INVESTMENTS:</b>   |          |                       |                    |
| Beginning Investment Balance  |          | 2,989,130.37          | 25,908.26          |
| <b>ADD:</b> Investments Purchased   | 07       |                       |                    |
| <b>DEDUCT:</b> Investments Sold   | 03       | 660,782.23            | 87.96              |
| <b>Ending Investments Balance</b>   |          | <b>2,328,348.14</b> ✓ | <b>25,820.30</b> ✓ |
| <b>III WARRANTS OUTSTANDING:</b>  |          |                       |                    |
| Beginning Warrants Outstanding Balance  |          | 942,040.85            | 765.48             |
| <b>ADD:</b> Warrants Issued   | 12       | 1,707,591.32          | 2,097.59           |
| <b>DEDUCT:</b> Warrants Redeemed  | 05       | 1,056,465.69 ✓        | 640.48             |
| Warrants Cancelled  | 14       |                       |                    |
| <b>Ending Warrants Outstanding Balance</b>  |          | <b>1,593,166.48</b> ✓ | <b>2,222.59</b> ✓  |
| <b>IV REVENUE ANTICIPATION NOTES OUTSTANDING:</b>   |          |                       |                    |
| Beginning Revenue Anticipation Notes Outstanding Balance  |          | 0.00                  |                    |
| <b>ADD:</b> Revenue Anticipation Notes Issued   | 15       |                       |                    |
| <b>DEDUCT:</b> Revenue Anticipation Notes Redeemed  | 16       |                       |                    |
| <b>Ending Revenue Anticipation Notes Outstanding Balance</b>  |          |                       |                    |
| <b>Ending Cash Plus Investments Less Warrants Outstanding Less Revenue Anticipation Notes Outstanding</b> |          | <b>2,333,260.27</b>   | <b>25,852.82</b>   |

Imprest + 600.00 + 250.00  
 Comp Tax - 623.13 - 97.11  
2,333,237.14 ✓ 25,955.71 ✓

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For January-2020  
 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   |          | 0.16                    | 114,285.25                    |
| 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       | 0.16                    | 168.42                        |
| Other Cash Increases - Identify  | 19       |                         |                               |
| DEDUCT: Warrants Redeemed  | 05       |                         | 114,112.10                    |
| Warrants Interest Paid   | 06       |                         |                               |
| Investments Purchased  | 07       | 0.16                    | 173.15                        |
| 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  |          | 0.16                    | 168.42                        |
| <b>INVESTMENTS:</b>  |          |                         |                               |
| Beginning Investment Balance   |          | 110.65                  | 7,378.75                      |
| ADD: Investments Purchased   | 07       | 0.16                    | 173.15                        |
| DEDUCT: Investments Sold   | 03       |                         |                               |
| Ending Investments Balance   |          | 110.81                  | 7,551.90                      |
| <b>III WARRANTS OUTSTANDING:</b>   |          |                         |                               |
| Beginning Warrants Outstanding Balance   |          |                         | 114,112.10                    |
| ADD: Warrants Issued   | 12       |                         |                               |
| DEDUCT: Warrants Redeemed  | 05       |                         | 114,112.10                    |
| Warrants Cancelled   | 14       |                         |                               |
| Ending Warrants Outstanding Balance  |          | 0.00                    | 0.00                          |
| <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 |          | 110.97                  | 7,720.32                      |

*(Handwritten signatures and initials)*

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For January-2020  
 Month Year

School District No. 311

ESD No. 113

|  |  | Item No. | Debt Service Fund 3 |
|--|--|----------|---------------------|
| <b>I COUNTY TREASURER'S CASH:</b>                        |  |          |                     |
| 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       | 1.75                |
|  | 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                   |  |          | 1.75                |
| <b>II COUNTY TREASURER'S INVESTMENTS:</b>                |  |          |                     |
| Beginning County Treasurer's Investments Balance         |  |          | 37,899.69           |
| ADD:   | Investments Purchased                                | 07       |                     |
| DEDUCT:  | Investments Sold                                     | 03       |                     |
| Ending County Treasurer's Investments Balance            |  |          | 37,899.69           |
| <b>III FISCAL AGENT CASH:</b>                            |  |          |                     |
| 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                         |  |          |                     |
| <b>IV REVENUE ANTICIPATION NOTES OUTSTANDING:</b>        |  |          |                     |
| 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    |  |          |                     |
| <b>WARRANTS OUTSTANDING:</b>                             |  |          |                     |
| Beginning Warrants Outstanding Balance                   |  |          |                     |
| ADD:   | Warrants Issued                                      | 12       |                     |
| DEDUCT:  | Warrants Redeemed                                    | 05       |                     |

37,901.44

MASON COUNTY TREASURER'S MONTHLY REPORT

To Mary M Knight School District  
 For January-2020  
 Month Year

School District No. 311

ESD No. 113

|  | Item No. | Debt Service Fund 3 |
|--|----------|---------------------|
| V WARRANTS OUTSTANDING:                                |          |                     |
| DEDUCT: Warrants Cancelled                             | 14       |                     |
| Ending Warrants Outstanding Balance                    |          |                     |
| VI MATURE VOTED BONDS OUTSTANDING:                     |          |                     |
| Beginning Matured Voted Bonds Outstanding Balance      |          | 0.00                |
| ADD: Bonds Maturing this Month                         | 90       |                     |
| DEDUCT: Bonds Redeemed by Fiscal Agent                 | 75       |                     |
| Bonds Redeemed by County Treasurer                     | 71       |                     |
| Ending Matured Voted Bonds Outstanding Balance         |          |                     |
| VII MATURE NONVOTED BONDS OUTSTANDING:                 |          |                     |
| Beginning Matured Nonvoted Bonds Outstanding Balance   |          | 0.00                |
| ADD: Bonds Maturing this Month                         | 56       |                     |
| DEDUCT: Bonds Redeemed by Fiscal Agent                 | 57       |                     |
| Bonds Redeemed by County Treasurer                     | 58       |                     |
| Ending Matured Nonvoted Bonds Outstanding Balance      |          |                     |
| VIII UNMATURE VOTED BONDS OUTSTANDING:                 |          |                     |
| Beginning Unmatured Voted Bonds Outstanding Balance    |          | 0.00                |
| ADD: Bonds Issued                                      | 78       |                     |
| Refunding Bonds Transferred from Fund 6                | 87       |                     |
| DEDUCT: Bonds Maturing this Month                      | 90       |                     |
| Bonds Refunded Transferred to Funds 5 or 6             | 97       |                     |
| Ending Unmatured Voted Bonds Outstanding Balance       |          |                     |
| IX UNMATURE NONVOTED BONDS OUTSTANDING:                |          |                     |
| Beginning Unmatured Nonvoted Bonds Outstanding Balance |          | 222,459.73          |
| ADD: Bonds Issued                                      | 59       |                     |
| Refunding Bonds Transferred from Fund 6                | 60       |                     |
| DEDUCT: Bonds Maturing this Month                      | 56       |                     |
| Bonds Refunded Transferred to Funds 5 or 6             | 62       |                     |
| Ending Unmatured Nonvoted Bonds Outstanding Balance    |          | 222,459.73          |
| X VOTED MATURED COUPONS OUTSTANDING:                   |          |                     |
| Beginning Voted Matured Coupons Outstanding Balance    |          | 0.00                |
| ADD: Coupons Maturing this Month                       | 79       |                     |
| DEDUCT: Coupon Interest Paid by the Fiscal Agent       | 76       |                     |
| Coupon Interest Paid by the County Treasurer           | 72       |                     |
| Ending Voted Matured Coupons Outstanding Balance       |          |                     |
| XI NONVOTED MATURED COUPONS OUTSTANDING:               |          |                     |
| Beginning Nonvoted Matured Coupons Outstanding Balance |          | 0.00                |
| ADD: Coupons Maturing this Month                       | 63       |                     |
| DEDUCT: Coupon Interest Paid by the Fiscal Agent       | 64       |                     |
| Coupon Interest Paid by the County Treasurer           | 65       |                     |
| Ending Nonvoted Matured Coupons Outstanding Balance    |          |                     |

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 January, 2020

|  | ANNUAL        | ACTUAL           | ACTUAL          |                     |                |                |
|--|---------------|------------------|-----------------|---------------------|----------------|----------------|
| <u>A. REVENUES/OTHER FIN. SOURCES</u>          | <u>BUDGET</u> | <u>FOR MONTH</u> | <u>FOR YEAR</u> | <u>ENCUMBRANCES</u> | <u>BALANCE</u> | <u>PERCENT</u> |
| 1000 LOCAL TAXES                               | 390,213       | 421.94           | 102,453.97      |                     | 287,759.03     | 26.26          |
| 2000 LOCAL SUPPORT NONTAX                      | 37,675        | 8,863.91         | 30,464.48       |                     | 7,210.52       | 80.86          |
| 3000 STATE, GENERAL PURPOSE                    | 17,946,169    | 866,019.97       | 6,189,261.55    |                     | 11,756,907.45  | 34.49          |
| 4000 STATE, SPECIAL PURPOSE                    | 2,608,395     | 143,836.12       | 944,508.24      |                     | 1,663,886.76   | 36.21          |
| 5000 FEDERAL, GENERAL PURPOSE                  | 1,000         | .00              | .00             |                     | 1,000.00       | 0.00           |
| 6000 FEDERAL, SPECIAL PURPOSE                  | 253,370       | 20,986.24        | 82,997.60       |                     | 170,372.40     | 32.76          |
| 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>       | 21,238,822    | 1,040,128.18     | 7,349,685.84    |                     | 13,889,136.16  | 34.60          |
| <u>B. EXPENDITURES</u>                         |               |                  |                 |                     |                |                |
| 00 Regular Instruction                         | 17,327,425    | 1,566,256.21     | 5,610,284.42    | 0.00                | 11,717,140.58  | 32.38          |
| 10 Federal Stimulus                            | 0             | .00              | .00             | 0.00                | .00            | 0.00           |
| 20 Special Ed Instruction                      | 2,432,637     | 28,629.50        | 120,132.31      | 0.00                | 2,312,504.69   | 4.94           |
| 30 Voc. Ed Instruction                         | 223,004       | 10,899.33        | 52,337.91       | 0.00                | 170,666.09     | 23.47          |
| 40 Skills Center Instruction                   | 0             | .00              | .00             | 0.00                | .00            | 0.00           |
| 50+60 Compensatory Ed Instruct.                | 354,185       | 8,826.33         | 47,413.29       | 0.00                | 306,771.71     | 13.39          |
| 70 Other Instructional Pgms                    | 51,315        | 285.81           | 285.81          | 0.00                | 51,029.19      | 0.56           |
| 80 Community Services                          | 0             | 1,339.77         | 6,941.09        | 0.00                | 6,941.09-      | 0.00           |
| 90 Support Services                            | 1,240,771     | 91,272.49        | 530,213.31      | 0.00                | 710,557.69     | 42.73          |
| <u>Total EXPENDITURES</u>                      | 21,629,337    | 1,707,509.44     | 6,367,608.14    | 0.00                | 15,261,728.86  | 29.44          |
| <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>  | 239,000       | .00              | .00             |                     |                |                |
| <u>D. OTHER FINANCING USES (GL 535)</u>        | 0             | .00              | 39,000.00       |                     |                |                |
| <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u> |               |                  |                 |                     |                |                |
| <u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>  | 629,515-      | 667,381.26-      | 943,077.70      |                     | 1,572,592.70   | 249.81-        |
| <u>F. TOTAL BEGINNING FUND BALANCE</u>         | 1,452,500     |                  | 1,390,159.44    |                     |                |                |
| <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u> | XXXXXXXXX     |                  | .00             |                     |                |                |
| <u>H. TOTAL ENDING FUND BALANCE</u>            | 822,985       |                  | 2,333,237.14    |                     |                |                |
| <u>(E+F + OR - G)</u>                          |               |                  |                 |                     |                |                |

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 Committed 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 | 1,754,356.94 |
| G/L 891 Unassigned Min Fnd Bal Policy   | 592,223 | 538,880.20   |
| <u>TOTAL</u>                            | 822,985 | 2,333,237.14 |

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 January, 2020

|   | ANNUAL<br>BUDGET | ACTUAL<br>FOR MONTH | ACTUAL<br>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              | .16                 | .89                |              | 99.11   | 0.89    |
| 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              | .16                 | .89                |              | 99.11   | 0.89    |
| <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</u> |                  |                     |                    |              |         |         |
| <u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>   | 100              | .16                 | .89                |              | 99.11-  | 99.11-  |
| <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</u>             | 225              |                     | 110.97             |              |         |         |
| <u>(E+F + OR - G)</u>                           |                  |                     |                    |              |         |         |

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 | 110.97 |
| G/L 890 Unassigned Fund Balance         | 0   | .00    |
| <u>TOTAL</u>                            | 225 | 110.97 |

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 January, 2020

|   | ANNUAL<br>BUDGET | ACTUAL<br>FOR MONTH | ACTUAL<br>FOR YEAR | ENCUMBRANCES | BALANCE    | PERCENT |
|---|------------------|---------------------|--------------------|--------------|------------|---------|
| <b>A. REVENUES/OTHER FIN. SOURCES</b>   |                  |                     |                    |              |            |         |
| 1000 Local Taxes  | 0                | .00                 | .00                |              | .00        | 0.00    |
| 2000 Local Support Nontax   | 600              | 1.75                | 44.68              |              | 555.32     | 7.45    |
| 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                 | 39,000.00          |              | 200,000.00 | 16.32   |
| <u>Total REVENUES/OTHER FIN. SOURCES</u>  | 239,600          | 1.75                | 39,044.68          |              | 200,555.32 | 16.30   |
| <b>B. EXPENDITURES</b>  |                  |                     |                    |              |            |         |
| Matured Bond Expenditures   | 239,000          | .00                 | 12,280.72          | 0.00         | 226,719.28 | 5.14    |
| Interest On Bonds   | 6,610            | .00                 | 3,391.98           | 0.00         | 3,218.02   | 51.32   |
| 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                 | 15,842.70          | 0.00         | 230,267.30 | 6.44    |
| C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>   | 0                | .00                 | .00                |              |            |         |
| D. <u>OTHER FINANCING USES (GL 535)</u>   | 0                | .00                 | .00                |              |            |         |
| <b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES<br/>OVER(UNDER) EXPENDITURES (A-B-C-D)</b> |                  |                     |                    |              |            |         |
|   | 6,510-           | 1.75                | 23,201.98          |              | 29,711.98  | 456.41- |
| F. <u>TOTAL BEGINNING FUND BALANCE</u>  | 14,350           |                     | 14,699.46          |              |            |         |
| G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>  | XXXXXXXXX        |                     | .00                |              |            |         |
| H. <u>TOTAL ENDING FUND BALANCE<br/>(E+F + OR - G)</u>                                | 7,840            |                     | 37,901.44          |              |            |         |
| <b>I. ENDING FUND BALANCE ACCOUNTS:</b>   |                  |                     |                    |              |            |         |
| G/L 810 Restricted for Other Items  | 0                |                     | .00                |              |            |         |
| G/L 830 Restricted for Debt Service   | 7,840            |                     | 37,901.44          |              |            |         |
| 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            |                     | 37,901.44          |              |            |         |

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 January, 2020

|  | ANNUAL       | ACTUAL    | ACTUAL    |              |           |         |
|--|--------------|-----------|-----------|--------------|-----------|---------|
|  | BUDGET       | FOR MONTH | FOR YEAR  | ENCUMBRANCES | BALANCE   | PERCENT |
| <b>A. REVENUES</b>                             |              |           |           |              |           |         |
| 1000 GENERAL STUDENT BODY                      | 8,000        | 164.16    | 5,279.87  |              | 2,720.13  | 66.00   |
| 2000 ATHLETICS                                 | 7,200        | 1,066.00  | 6,874.09  |              | 325.91    | 95.47   |
| 3000 CLASSES                                   | 7,500        | .00       | 171.00    |              | 7,329.00  | 2.28    |
| 4000 CLUBS                                     | 6,000        | 775.00    | 1,745.00  |              | 4,255.00  | 29.08   |
| 6000 PRIVATE MONEY                             | 400          | .00       | 340.00    |              | 60.00     | 85.00   |
| <u>Total REVENUES</u>                          | 29,100       | 2,005.16  | 14,409.96 |              | 14,690.04 | 49.52   |
| <b>B. EXPENDITURES</b>                         |              |           |           |              |           |         |
| 1000 GENERAL STUDENT BODY                      | 5,000        | .00       | 762.92    | 0.00         | 4,237.08  | 15.26   |
| 2000 ATHLETICS                                 | 14,250       | 2,097.59  | 9,083.28  | 0.00         | 5,166.72  | 63.74   |
| 3000 CLASSES                                   | 7,850        | .00       | 458.35    | 0.00         | 7,391.65  | 5.84    |
| 4000 CLUBS                                     | 2,600        | .00       | 3,937.47  | 0.00         | 1,337.47- | 151.44  |
| 6000 PRIVATE MONEY                             | 500          | .00       | .00       | 0.00         | 500.00    | 0.00    |
| <u>Total EXPENDITURES</u>                      | 30,200       | 2,097.59  | 14,242.02 | 0.00         | 15,957.98 | 47.16   |
| <b>C. EXCESS OF REVENUES</b>                   |              |           |           |              |           |         |
| <u>OVER (UNDER) EXPENDITURES</u>               | <u>(A-B)</u> | 1,100-    | 92.43-    | 167.94       | 1,267.94  | 115.27- |
| <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</b>            |              |           |           |              |           |         |
|  | 23,900       |           | 25,955.71 |              |           |         |
| <u>C+D + OR - E)</u>                           |              |           |           |              |           |         |
| <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       |           | 25,955.71 |              |           |         |
| 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       |           | 25,955.71 |              |           |         |

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 January, 2020

|  | ANNUAL<br>BUDGET | ACTUAL<br>FOR MONTH | ACTUAL<br>FOR YEAR | ENCUMBRANCES | BALANCE    | PERCENT |
|--|------------------|---------------------|--------------------|--------------|------------|---------|
| <u>A. REVENUES/OTHER FIN. SOURCES</u>          |                  |                     |                    |              |            |         |
| 1000 Local Taxes                               | 0                | .00                 | .00                |              | .00        | 0.00    |
| 2000 Local Nontax                              | 500              | 168.42              | 896.80             |              | 396.80-    | 179.36  |
| 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    |
| A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u> | 21,943           | 168.42              | 896.80             |              | 21,046.20  | 4.09    |
| <u>B. 9900 TRANSFERS IN FROM GF</u>            |                  |                     |                    |              |            |         |
|  | 0                | .00                 | .00                |              | .00        | 0.00    |
| <u>C. Total REV./OTHER FIN. SOURCES</u>        |                  |                     |                    |              |            |         |
|  | 21,943           | 168.42              | 896.80             |              | 21,046.20  | 4.09    |
| <u>D. EXPENDITURES</u>                         |                  |                     |                    |              |            |         |
| Type 30 Equipment                              | 115,000          | .00                 | 114,112.10         | 0.00         | 887.90     | 99.23   |
| 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>                      | 115,000          | .00                 | 114,112.10         | 0.00         | 887.90     | 99.23   |
| <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>  |                  |                     |                    |              |            |         |
|  | 0                | .00                 | .00                |              |            |         |
| <u>F. OTHER FINANCING USES (GL 535)</u>        |                  |                     |                    |              |            |         |
|  | 0                | .00                 | .00                |              |            |         |
| <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u> |                  |                     |                    |              |            |         |
| <u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>  | 93,057-          | 168.42              | 113,215.30-        |              | 20,158.30- | 21.66   |
| <u>H. TOTAL BEGINNING FUND BALANCE</u>         |                  |                     |                    |              |            |         |
|  | 100,000          |                     | 120,935.62         |              |            |         |
| <u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u> |                  |                     |                    |              |            |         |
|  | XXXXXXXX         |                     | .00                |              |            |         |
| <u>J. TOTAL ENDING FUND BALANCE</u>            |                  |                     |                    |              |            |         |
| <u>(G+H + OR - I)</u>                          | 6,943            |                     | 7,720.32           |              |            |         |
| <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            |                     | 7,720.32           |              |            |         |
| 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>                                   | 6,943            |                     | 7,720.32           |              |            |         |

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

Mary M. Knight  
Fund Balance Projection (Apportionment Based)

|   |                               | Original Budget        | APPORTIONMENT           | September               | October               | November               | December               | January               | February                 | March                 | April                 | May                 | June                 | July                 | August                 |
|---|-------------------------------|------------------------|-------------------------|-------------------------|-----------------------|------------------------|------------------------|-----------------------|--------------------------|-----------------------|-----------------------|---------------------|----------------------|----------------------|------------------------|
| <b>MMK Enrollment</b>                     |                               | 150                    |                         | 155                     | 156                   | 153                    | 152                    | 154                   |                          |                       |                       |                     |                      |                      |                        |
| <b>WACA Enrollment</b>                    |                               | 1,720                  |                         | 1294                    | 1608                  | 1694                   | 1730                   | 1596.8                |                          |                       |                       |                     |                      |                      |                        |
| <b>REVENUE SY 2019-20</b>                 |                               | <b>Original Budget</b> | <b>APPORTIONMENT</b>    | <b>September 9.0%</b>   | <b>October 8.0%</b>   | <b>November 5.0%</b>   | <b>December 9.0%</b>   | <b>January 8.5%</b>   | <b>February 9.0%</b>     | <b>March 9.0%</b>     | <b>April 9.0%</b>     | <b>May 5.0%</b>     | <b>June 6%</b>       | <b>July 12.5%</b>    | <b>August 10%</b>      |
|   |                               | <b>Annual Amt.</b>     | <b>Current</b>          | <b>actual</b>           | <b>actual</b>         | <b>actual</b>          | <b>actual</b>          | <b>actual</b>         | <b>estimate</b>          | <b>estimate</b>       | <b>estimate</b>       | <b>estimate</b>     | <b>estimate</b>      | <b>estimate</b>      | <b>estimate</b>        |
| 3100                                      | Regular Apportionment         | 15,561,459.00          | 14,354,688.22           | 1,400,528.98            | 1,244,889.24          | 778,064.18             | 1,400,515.53           | 846,103.92            | 1,291,921.94             | 1,291,921.94          | 1,291,921.94          | 717,734.41          | 861,281.29           | 1,794,336.03         | 1,435,468.82           |
| 3100-06                                   | Voc Equipment                 | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 3121                                      | Apport Spec Ed                | 339,363.00             | 316,768.56              | 30,544.12               | 27,150.33             | 16,968.96              | 30,544.12              | 19,916.05             | 28,509.17                | 28,509.17             | 28,509.17             | 15,838.43           | 19,006.11            | 39,596.07            | 31,676.86              |
| 3300                                      | LEA (Sept through Dec)        | 2,045,347.00           | 394,036.12              | 0.00                    | 126,643.21            | 239,258.73             | 28,134.18              | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 3300                                      | LEA (Jan through Aug)         | -                      | 1,780,122.00            | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 741,776.84            | 568,570.97          | 49,487.39            | 210,143.40           | 210,143.40             |
| 4121                                      | Special Ed                    | 2,020,675.00           | 1,861,177.26            | 181,869.40              | 161,661.68            | 101,038.56             | 181,869.39             | 108,725.99            | 167,505.95               | 167,505.95            | 167,505.95            | 93,058.86           | 111,670.64           | 232,647.16           | 186,117.72             |
| 4122                                      | Birth-2 Sped                  | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4134                                      | MS Tech Ed                    | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4155                                      | Learning Assist               | 245,516.00             | 241,414.95              | 0.00                    | 41,040.54             | 12,070.75              | 21,727.34              | 10,574.19             | 21,727.35                | 21,727.35             | 21,727.35             | 12,070.75           | 14,484.90            | 30,176.87            | 34,087.58              |
| 4156                                      | State Institutions            | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4159-02                                   | Teacher A P                   | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4159-04                                   | Grant                         | 5,000.00               | 13,060.00               | 0.00                    | 0.00                  | 0.00                   | 59.00                  | 0.00                  | 1,857.29                 | 1,857.29              | 1,857.29              | 1,857.29            | 1,857.29             | 1,857.29             | 1,857.29               |
| 4159-06                                   | Truancy                       | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4159-07                                   | Grant                         | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4165                                      | Transitional 4165 (bilingual) | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4174                                      | Highly Capable                | 51,316.00              | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4175                                      | Prof Development              | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4198                                      | Food Serv                     | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4198-01                                   | Breakfast                     | 2,387.00               | 1,022.04                | 0.00                    | 310.76                | 307.87                 | 215.05                 | 188.36                | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4198-04                                   | Reduced Lunch                 | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 4199                                      | Transportation                | 273,501.00             | 286,442.04              | 25,779.78               | 22,915.37             | 14,322.10              | 25,779.78              | 24,347.58             | 25,779.78                | 25,779.78             | 25,779.78             | 14,322.10           | 17,186.52            | 35,805.26            | 28,644.20              |
| 6124                                      | Fed Special ED-24             | 72,600.00              | 254,815.00              | 0.00                    | 13,208.92             | 0.00                   | 13,208.92              | 13,208.92             | 30,741.18                | 30,741.18             | 30,741.18             | 30,741.18           | 30,741.18            | 30,741.18            | 30,741.18              |
| 6125                                      | Fed Birth-2 Sped              | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 6138                                      | Fed Vocational-38             | 2,100.00               | 1,728.00                | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 246.86                   | 246.86                | 246.86                | 246.86              | 246.86               | 246.86               | 246.86                 |
| 6151                                      | Fed Title I-51                | 71,170.00              | 74,607.00               | 0.00                    | 0.00                  | 0.00                   | 6,265.76               | 916.56                | 9,632.10                 | 9,632.10              | 9,632.10              | 9,632.10            | 9,632.10             | 9,632.10             | 9,632.10               |
| 6152                                      | Fed Title II -52              | 32,500.00              | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 6153                                      | Fed Migrant-53                | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 6198                                      | School Food-Federal           | 78,000.00              | 22,447.83               | 0.00                    | 6,640.87              | 6,666.19               | 4,812.47               | 4,328.30              | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| 6198-04                                   | School Food-Federal           | -                      | 13,740.69               | 0.00                    | 4,177.84              | 4,139.20               | 2,891.19               | 2,532.46              | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | (0.00)               | (0.00)                 |
| <b>Apportionment Totals</b>               |                               | <b>20,800,934.00</b>   | <b>19,616,069.71</b>    | <b>1,638,722.28</b>     | <b>1,648,638.76</b>   | <b>1,172,836.54</b>    | <b>1,716,022.73</b>    | <b>1,030,842.33</b>   | <b>1,577,921.61</b>      | <b>1,577,921.61</b>   | <b>2,319,698.45</b>   | <b>1,464,072.94</b> | <b>1,115,594.27</b>  | <b>2,385,182.20</b>  | <b>1,968,616.00</b>    |
| 1100 Taxes collected - Treasurer's Report |                               | 313,245                | 313,245                 | 3,714.63                | 56,523.86             | 30,842.79              | 3,869.20               | 421.94                | 31,124.65                | 31,124.65             | 31,124.65             | 31,124.65           | 31,124.65            | 31,124.65            | 31,124.65              |
| 1500 Timber Excise                        |                               | 76,968                 | 76,968                  | 7,081.55                | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 38,484.00                | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 31,402.45              |
| 2300 Interest - from Treasurer's Report   |                               | -                      | 24,000                  | 2,075.96                | 2,445.28              | 4,651.72               | 3,899.13               | 3,497.26              | 1,061.52                 | 1,061.52              | 1,061.52              | 1,061.52            | 1,061.52             | 1,061.52             | 1,061.52               |
| 2000 Local Deposits                       |                               | 37,675                 | 37,675                  | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| Other deposits: Federal, State, Non SPI   |                               | 10,000                 | 5,000                   | 2,785.73                | 2,653.61              | 603.96                 | 2,485.24               | 5,366.65              | 3,397.12                 | 3,397.12              | 3,397.12              | 3,397.12            | 3,397.12             | 3,397.12             | 3,397.12               |
| Cancelled writs, etc./Adjustments         |                               | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 714.29                   | 714.29                | 714.29                | 714.29              | 714.29               | 714.29               | 714.29                 |
| <b>Total Revenues</b>                     |                               | <b>21,238,822</b>      | <b>20,072,958</b>       | <b>1,654,380.15</b>     | <b>1,710,261.51</b>   | <b>1,208,935.01</b>    | <b>1,726,276.30</b>    | <b>1,040,128.18</b>   | <b>1,652,703.19</b>      | <b>1,614,219.19</b>   | <b>2,355,996.02</b>   | <b>1,500,370.51</b> | <b>1,151,891.85</b>  | <b>2,421,479.78</b>  | <b>2,036,316.03</b>    |
| <b>Expenditures</b>                       |                               |                        |                         |                         |                       |                        |                        |                       |                          |                       |                       |                     |                      |                      |                        |
|   |                               | <b>Annual Amt.</b>     | <b>Current Estimate</b> | <b>September actual</b> | <b>October actual</b> | <b>November actual</b> | <b>December actual</b> | <b>January actual</b> | <b>February estimate</b> | <b>March estimate</b> | <b>April estimate</b> | <b>May estimate</b> | <b>June estimate</b> | <b>July estimate</b> | <b>August estimate</b> |
| Payroll - Certificated Object 2           |                               | 1,274,507              | 1,234,507               | 93,728.61               | 88,546.02             | 91,479.98              | 90,436.23              | 91,533.91             | 111,254.61               | 111,254.61            | 111,254.61            | 111,254.61          | 111,254.61           | 111,254.61           | 111,254.61             |
| Payroll - Classified Object 3             |                               | 663,549                | 759,549                 | 54,364.46               | 62,309.80             | 62,016.87              | 59,033.22              | 55,031.84             | 66,684.69                | 66,684.69             | 66,684.69             | 66,684.69           | 66,684.69            | 66,684.69            | 66,684.69              |
| Benefits - Object 4                       |                               | 965,166                | 965,166                 | 59,774.53               | 62,242.30             | 62,411.84              | 39,314.97              | 67,018.13             | 96,343.46                | 96,343.46             | 96,343.46             | 96,343.46           | 96,343.46            | 96,343.46            | 96,343.46              |
| Accounts Payable Objects 5 through 9      |                               | 18,726,115             | 17,720,548              | 138,030.64              | 1,476,712.34          | 1,348,183.54           | 871,513.35             | 1,493,925.56          | 1,770,311.81             | 1,770,311.81          | 1,770,311.81          | 1,770,311.81        | 1,770,311.81         | 1,770,311.81         | 1,770,311.81           |
| Other cash decreases per county           |                               | -                      | -                       | 0.00                    | 0.00                  | 0.00                   | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | 0.00                 | 0.00                 | 0.00                   |
| <b>Total Expenditures</b>                 |                               | <b>21,629,337</b>      | <b>20,679,770</b>       | <b>345,898.24</b>       | <b>1,689,810.46</b>   | <b>1,564,092.23</b>    | <b>1,060,297.77</b>    | <b>1,707,509.44</b>   | <b>2,044,594.57</b>      | <b>2,044,594.57</b>   | <b>2,044,594.57</b>   | <b>2,044,594.57</b> | <b>2,044,594.57</b>  | <b>2,044,594.57</b>  | <b>2,044,594.57</b>    |
| <b>Beginning Fund Balance</b>             |                               | <b>1,452,500</b>       | <b>1,390,159</b>        | <b>1,390,159.44</b>     | <b>2,698,641.35</b>   | <b>2,719,092.40</b>    | <b>2,324,935.18</b>    | <b>2,990,913.71</b>   | <b>2,323,532.45</b>      | <b>1,931,641.07</b>   | <b>1,501,265.69</b>   | <b>1,812,667.15</b> | <b>1,268,443.10</b>  | <b>175,740.38</b>    | <b>552,626</b>         |
| Plus Revenue                              |                               | 21,238,822             | 20,072,958              | 1,654,380               | 1,710,262             | 1,208,935              | 1,726,276              | 1,040,128             | 1,652,703                | 1,614,219             | 2,355,996             | 1,500,371           | 1,151,892            | 2,421,480            | 2,036,316              |
| Minus Expenditures                        |                               | (21,629,337)           | (20,679,770)            | (345,898)               | (1,689,810)           | (1,564,092)            | (1,060,298)            | (1,707,509)           | (2,044,595)              | (2,044,595)           | (2,044,595)           | (2,044,595)         | (2,044,595)          | (2,044,595)          | (2,044,595)            |
| Transfers or Redirection of Apportionment |                               | (239,000)              | (239,000)               | 0.00                    | 0.00                  | (39,000.00)            | 0.00                   | 0.00                  | 0.00                     | 0.00                  | 0.00                  | 0.00                | (200,000.00)         | 0.00                 | 0.00                   |
| Plus or Minus Adjustments                 |                               | -                      | -                       | -                       | -                     | -                      | -                      | -                     | -                        | -                     | -                     | -                   | -                    | -                    | -                      |
| <b>Ending/Projected Fund Balance</b>      |                               | <b>822,985</b>         | <b>544,347</b>          | <b>2,698,641</b>        | <b>2,719,092</b>      | <b>2,324,935</b>       | <b>2,990,914</b>       | <b>2,323,532</b>      | <b>1,931,641</b>         | <b>1,501,266</b>      | <b>1,812,667</b>      | <b>1,268,443</b>    | <b>175,740</b>       | <b>552,626</b>       | <b>544,347</b>         |
| Monthly Fund Balance %                    |                               | 66.14%                 | 327.91%                 | 330.39%                 | 282.50%               | 363.42%                | 282.33%                | 234.71%               | 182.42%                  | 220.26%               | 154.13%               | 21.35%              | 67.15%               | 66.14%               |                        |
| <b>Total Expenditures MMK Only</b>        |                               | <b>5,222,254.26</b>    | <b>345,898.24</b>       | <b>255,369.03</b>       | <b>274,848.64</b>     | <b>249,201.32</b>      | <b>265,975.92</b>      | <b>278,258.63</b>     |                          |                       |                       |                     |                      |                      |                        |

**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 February 2020.

1. Enrichment Levy-Passed in both Mason and Grays Harbor Counties at 53.20%
2. Facilities:
  - a. Siding Project. Scheduled to be completed by the end of February 2020.
  - b. Fire Alarm System. Planned worked on February 27, 2020. Replace wiring in the exterior breezeway, install and additional Horn/Strobe in the HS Weight Room.
3. Transportation:
  - a. Department of Ecology Grant. Reflected in the Board Agenda.
4. Snow Make-up Day: Tuesday, February 18, 2020.
5. Proposed 2020-2021 School Calendar. Reflected in the Board Agenda.
6. Personnel: New Paraprofessional hired.
7. Other
  - a. WSSDA New School Board Member Boot Camp. March 26, 2020 at ESD 113.



# Memo

**To:** MMK Board of Directors

**From:** Matt Mallery

**Date:** February 26, 2020

**Re:** Approval to pursue the Department of Ecology Electric School Bus Grant

I am seeking approval from the Board of Directors to continue to pursue the Department of Ecology Electric School Bus Grant. Once the grant is officially awarded, I will bring this action item to the board for final approval.

Below is the cost analysis of the grant project.

| Electric School Bus Grant                  | Cost       |
|--|------------|
| Thomas-Electric-Safe-T-Liner C2            | \$377,817  |
| Infrastructure upgrade and charging system | \$4,852    |
| Dept. of Ecology Grant                     | \$304,852  |
|  |            |
| Difference                                 | (\$77,817) |
|  |            |
| Current Funds Available for Match          |            |
|  |            |
| February, 2020 TVA Fund                    | \$7,720    |
| August, 2020 Depreciation TVA Payment      | \$22,376   |
| Total TVA Account. August 2020             | \$30,096   |
|  |            |
| Difference utilizing TVA Account           | (\$47,721) |
| Total District Funds needed                | \$47,721   |

## **Procedure - High School Graduation Requirements**

### **I. PUBLICATION OF GRADUATION REQUIREMENTS**

Prior to registering in high school and each year thereafter, each student and his or her parents or guardians will be provided with a copy of the graduation requirements in effect for that student (those in effect when the student enrolled in ninth grade). Graduation requirements may also be included in the student handbook.

### **II. CREDIT REQUIREMENTS**

#### **Period of Eligibility to Earn Credits**

Generally, credit towards high school graduation will be earned in grades nine through twelve. However, unless requested otherwise by the student and the student's family, the district will award high school credit towards fulfilling graduation requirements to a student who has completed high school courses while in seventh or eighth grade if one of the following applies:

- A. The course was taken with high school students, and the student successfully passed the same course requirements and examinations as the high school students enrolled in the class; or
- B. The course taught at the middle school level has been determined by the district to be similar or equivalent to a course taught at the high school level.

Students who have taken and successfully completed high school courses under the above circumstances shall not be required to take an additional competency examination or perform any other additional assignment to receive credit.

[At the request of the student and the student's parent or guardian, high school credit earned before high school may be transcribed with a nonnumerical grade, such as "pass" or "credit." A nonnumerical grade will not be included in the student's high school grade point average calculations. High school credit earned prior to high school and transcribed with a nonnumerical grade will apply to fulfilling high school graduation requirements.](#)

[Before the end of eleventh grade, a student and the student's parent or guardian must inform the school if they do not want credit for the course or courses taken before attending high school or if they want the credit to be transcribed with a nonnumerical grade.](#)

#### **Awarding of High School Credit**

The district will award high school credit for successful completion of a specified unit of study. A student successfully completes a specified unit of study by doing one of the following:

- A. Earning a passing grade according to the district's grading policy;
- B. Demonstrating proficiency or mastery of content standards as determined by the district (the district will establish a process for determining proficiency or mastery for credit bearing courses of study); or
- C. Successfully completing an established number of hours of planned instructional activities to be determined by the district.

#### **Credits from Other Programs**

The principal or designee is responsible for determining which credits will be recognized by the district for students enrolling from another state approved learning program (public school, approved private school, or

home school) or from an out-of-state or out-of-country program. The district will accept credits from another Washington public school or accredited state private school or accredited out-of-state public or private school to the extent the credit matches a district graduation requirement—or the credits may be counted as elective credits. The district will evaluate credits from unaccredited programs or home schools as described below for home school students. Decisions of the principal or designee may be appealed to the superintendent within fifteen school days of the initial decision.

**Total Number of Credits Required**

| <b>Class of:</b>                                      | <b>2018</b> | <b>2019 and beyond</b> |
|---|-------------|------------------------|
| <i>Entering 9<sup>th</sup>-grade after July 1 of:</i> | <i>2014</i> | <i>2015</i>            |
| English   | 4           | 4                      |
| Mathematics   | 3           | 3                      |
| Science   | 2           | 3                      |
| Social Studies  | 3           | 3                      |
| Arts  | 1           | 2                      |
| Health and Fitness                                    | 2           | 2                      |
| Career and Tech Ed                                    | -           | 1                      |
| Occupational Education                                | 1           | -                      |
| World Language  | -           | 2                      |
| Electives   | 4           | 4                      |
| <b>Total Required Credits:</b>                        | <b>20</b>   | <b>24</b>              |

*[District note: Credits required for graduation must be at least 20 for the class of 2018 and at least 24 for the classes of 2019 and beyond. A justification as to why credit requirements are above those required by the State Board of Education, if applicable, is appropriate here (e.g., "to ensure that students have an opportunity to partake in a broad variety of academic, occupational, cultural and recreational courses in order to enhance their quality of life in high school and in the future...")]*

**~~Subject Area Credit Requirements and Approved Courses for the Class of 2018~~**

The following courses are approved for satisfying the subject area requirements as established by the State Board of Education and shall be required of each candidate for graduation:

- A. ~~English: [insert credits] are required in [list approved courses].~~
- B. ~~Math: [insert credits] are required in [list approved courses].~~
- C. ~~Science: [insert credits] are required in [list approved courses, including lab(s)].~~
- D. ~~Social Studies: [insert credits] are required in [list approved courses].~~
- E. ~~Arts: [insert credits] are required in [list approved courses].~~
- F. ~~Health and Fitness: [insert credits] are required in [list approved courses].~~
- G. ~~Occupational Education: [insert credits] are required in [list approved courses].~~
- H. ~~Electives: [insert credits] are required.~~
- A. ~~Washington State History [non-credit]~~

Total number of credits: \_\_\_\_\_

**Subject Area and Credit Requirements and Approved Courses for Classes of 2019 and Beyond Graduation**

The following ~~courses are approved for satisfying the subject area requirements as established by the State Board of Education and shall be required of each candidate for graduation~~ are the subject and credit requirements that a student must meet to graduate:

- A. Four credits in English English: Four (4) credits required in [insert approved courses].

B. Three credits in mathematics~~Math: Three (3) credits are required in [insert approved courses].~~

1. The three mathematics credits must include Algebra I or integrated mathematics I, Geometry or integrated mathematics II, and a third credit of high school mathematics that aligns with the student's interests and high school and beyond plan.
2. A student who prior to ninth grade successfully completes one or more high school level math courses with a passing grade that is automatically transcribed on the student's high school transcript or a student who demonstrates mastery or competency in high school math subjects and has received credit for them may use those credits to meet his or her graduation requirement.
3. A student who prior to ninth grade successfully completes one or more high school level math courses with a passing grade and opts to receive no high school credit for that course or those courses or a student who demonstrated mastery or competency in those subject but did not receive high school credits may do one of the following:
  - i. Repeat the course or courses for credit in high school; or
  - i.ii. Earn three credits of high school mathematics in different math subjects than those completed before high school. The student must take Algebra I or integrated mathematics I and Geometry or integrated mathematics II in high school if the student did not complete those courses at a high school level prior to high school. However, the student does not need to repeat courses if the student already took the courses at a high school level.

C. Three credits in science~~Science: Three (3) credits are required in [insert approved courses].~~

1. Two science credits must be in laboratory science.
2. A student may choose the content of the third science credit based on his or her interests and his or her high school and beyond plan, with agreement of the student's parent or guardian. If the parent or guardian is unavailable or does not indicate a preference for a specific course, the school counselor or principal may provide agreement.

D. Three credits in social studies~~Social Studies: Three (3) credits are required in [insert approved courses] [Beginning with or before the 2020-21 school year one of these courses must be a one-half credit standalone civics course].~~

1. One social studies credit must be in United States history.
2. One-half social studies credit must be in contemporary world history, world geography, and world problems. Courses in economics, sociology, civics, political science, international relations, or related courses with emphasis on contemporary world problems may be accepted as equivalencies.
3. One-half social studies credit must be in civics.
4. One social studies credit must be in an elective course or courses.
- 3-5. Although a student does not receive credit for such a course, a student must complete a Washington State history and government course.

~~B-E.~~ Two credits in world languages or personalized pathway requirements.

1. "Personalized pathway requirement" means up to three credits chosen by a student that are included in a student's personalized pathway and prepare the student to meet specific post-secondary career or educational goals.
- 1-2. "Personalized pathway" means a locally determined body of coursework identified in a student's high school and beyond plan that is deemed necessary to attain the post-

~~secondary career or educational goals chosen by the student. World Language: Two (2) credits are required in [insert approved courses].~~

~~F. Two credits in the arts. Arts: Two (2) credits are required in [insert approved courses]. One of the two arts credits may be replaced with a personalized pathway requirement.~~

~~G. One-half credit in health. Health and Fitness\*: Two (2) credits are required in [insert approved courses], plus credit earned for Physical Education unless excused.~~

~~E.H. One and one-half credit in physical education.~~

~~I. One credit in career and technical education. Career and Technical Education: One (1) credit is required in [insert approved courses].~~

~~1. A career and technical education credit is a credit resulting from a course in a career and technical education program or an occupational education credit.~~

~~1-2. A student who earns credit through a career and technical education course determined by the district or by the office of the superintendent of public instruction to be equivalent to a noncareer and technical education core course will not be required to pass a course in the noncareer and technical education subject to earn a credit in that subject. The student earns one credit while meeting two graduation requirements, a career and technical education requirement and the noncareer and technical education subject requirement. The total number of credits required for graduation remain unchanged, and the student will need to earn an additional elective credit.~~

~~D. Four elective credits. Electives: Four (4) credits are required in [insert approved courses, subject areas and/or other activities].~~

~~E. —~~

~~F.J. Washington State History (non-credit).~~

Total number of credits required to graduate: 24. \_\_\_\_\_

~~\*Per Chapter 28A.231 RCW, each school district must offer instruction in cardiopulmonary resuscitation (CPR) in at least one health class required for graduation. The CPR instruction must have been developed by the American Heart of Association or the American Red Cross or be nationally recognized based on the most current national guidelines for CPR. The instruction must include use of automated external defibrillators (AED) which may be taught by video. The district may provide the CPR instruction directly or arrange it through community based providers such as the local fire department. Students are not required to earn CPR certification for successful completion of the instruction.~~

### **Alternative Programs**

The district may grant credit toward graduation requirements for planned learning experiences primarily conducted away from the facilities owned, operated, or supervised by the district.

A proposal for approval of out-of-school learning activities will be submitted prior to the experience, will be at no additional cost to the district, and will include at least the following information:

- A. The name of the program or planned learning experience;
- B. The length of time for which approval is desired;
- C. The objective(s) of the program or planned learning experience;
- D. The state learning goals and related essential academic learning requirements are part of the program or planned learning experience;
- E. A description of how credits will be determined in accord with WAC 180-51-050(1);
- F. The content outline of the program and/or major learning activities and instructional materials to be used;

- G. A description of how student performance will be assessed;
- H. The qualifications of instructional personnel;
- I. The plans for evaluation of the program; and
- J. How and by whom the student will be supervised.

The district will keep a list of approved programs on file in the superintendent's office. The superintendent or designee will communicate the reasons for approval or disapproval to those making the request.

### **Running Start**

The Running Start program allows high school juniors and seniors to attend community college classes (100 level or above) for part or all of their schedule. Students must be of junior standing or above to be eligible for the program. Students earn college credit, which is also converted and applied to their high school transcript.

In order to enroll in the Running Start program, students need to do the following:

- A. Contact the college they are interested in attending and arrange to take the ASSET or COMPASS placement test. The test is offered at various times and results are often available the following day. Minimum scores in reading and writing are required.
- B. Speak with their counselor to assess credits needed for graduation, then decide which courses they would like to take at the college. Note that part-time Running Start students will need to coordinate college classes so that they do not interfere with their high school classes. Full-time Running Start students will not be enrolled in courses at the high school, even when the community college they attend is not in session.
- C. Obtain a Running Start authorization form from the college or their high school counselor. The counselor will sign the form after the student completes his or her portion. A parent signature is required if the student is under 18 years old.
- D. Take the authorization form to the college and register for classes. Once the classes are completed, the college will notify the high school and credits will be added to the student's transcript.

### **Credit for Career and Technical Work-Based Learning**

The district regards work experience as a part of the educational program of students as part of the secondary school curriculum rather than just a device to relieve a staffing shortage. The district may grant credit for work experience based upon the following factors:

- A. The school will supervise the work program.
- B. The work experience will specifically relate to the student's school program.
- C. The work experience will represent growth in the student, and the type of work will have definite educational value.
- D. The work experience will provide a varied job experience.
- E. The career placement counselor will supplement the work experience with an adequate program of guidance, placement, follow-up, and coordination between job and school.
- F. The work experience may be a planned part of the credit given for a school subject (e.g., sales training class).
- G. The district may grant one credit for not less than 180 hours for instructional work-based learning experience and not less than 360 hours of cooperative work based learning experience related to a student's school program.

- H. The employer will legally employ the student, who must have passed his or her sixteenth birthday.
- I. The employer will file a report of the student's work record with the school, indicating the student made satisfactory progress on the job.
- J. The regular state apprenticeship program and school cooperatively develop the student's training, which meets graduation-requirement standards.
- K. The program standards and procedures align with the state career and technical work-based learning standards.

**National Guard High School Career Training**

The district may grant credit for National Guard high school career training in lieu of either required or elective high school credits. Approval by the district will be obtained prior to a student's participation in a National Guard training program as follows:

- A. MIL Form 115 or an equivalent form provided by the National Guard will be completed and filed with the district.
- B. The number of credits toward high school graduation to be granted will be calculated and agreed upon by the student and an authorized representative of the district. Such agreement will be noted on MIL Form 115 or an equivalent form.
- C. The district may grant credit toward high school graduation upon certification by a National Guard training unit commander that the student has met all program requirements.

**Home School Credit**

Guidelines for granting high school credit for homeschooling are as follows:

- A. To gain credit for a course of study, a student will provide the following:
  - 1. A journal that reflects the actual work completed during a home-study course of study;
  - 2. Exhibits of any specific projects completed (e.g., themes, research papers, art and/or shop projects); or
  - 3. Any such other performance-based exhibits of specific course-related accomplishments.
- B. To gain credit for a course of study, a student must demonstrate proficiency at a minimum of 80% of the objectives of the course. Such testing will be available as an ancillary service of the district if it is regularly available to all students. If not, the parent may engage district-approved personnel to conduct such an assessment at a cost determined by such personnel.
- C. Credit is granted for the following approved schools:
  - 1. Community colleges, vocational-technical institutes, four-year colleges and universities, and approved private schools in the state of Washington; and
  - 2. Other schools or institutions that are approved by the district after evaluation for a particular course offering.

**III. HIGH SCHOOL AND BEYOND PLAN REQUIREMENT**

Each student must have a high school and beyond plan to guide the student's high school experience and inform course taking that is aligned with the student's goals for education or training and career after high school.

High school and beyond plans must be initiated for students during the seventh or eighth grade to guide their high school experience and prepare them for postsecondary education or training and their careers. In

preparation for initiating a high school and beyond plan, each student must first be administered a career interest and skills inventory [that will help inform the student's ninth grade course taking and initial identification of his or her education and career goals.](#)

The district encourages parents and guardians to be involved in the process of developing and updating students' high school and beyond plans. Students' plans will be provided to students' parents or guardians in their native language if that language is one of the two most frequently spoken non-English languages of students in the district.

~~School staff will update students' plans to reflect high school assessment results and revised as necessary for changing interests, goals, and needs. Each student's high school and beyond plan will be updated to inform junior year course taking. The high school and beyond plan will be updated periodically to address the following:~~

- ~~A. High school assessment results and junior year course-taking;~~
- ~~B. A student's changing interests, goals, and needs, including identifications of the graduation pathway options the student intends to complete to meet his or her educational and career goals; and~~
- ~~A-C. Available interventions, academic supports, and courses that will enable the student to meet high school graduation requirements and graduation pathway requirements.~~

For students with an individualized education program (IEP), the high school and beyond plan must be developed and updated in alignment with their IEP, but in a similar manner and with similar school personnel as for all other students.

All high school and beyond plans will, at a minimum, include the following:

- A. Identification of career goals, aided by a skills and interest assessment;
- B. Identification of educational goals;
- C. Identification of dual credit programs and the opportunities they create for students, including eligibility for automatic enrollment in advanced classes under RCW 28A.320.195, career and technical education programs, running start programs, AP courses, international baccalaureate programs, and college in the high school programs;
- D. Information about the college bound scholarship program established in chapter 28B.118 RCW;
- E. A four-year plan for course taking that does the following:
  - 1. Includes information about options for satisfying state and local graduation requirements;
  - 2. Satisfies state and local graduation requirements;
  - 3. Aligns with the student's secondary and postsecondary goals, which can include education, training, and career;
  - 4. Identifies course sequences to inform academic acceleration, as described in RCW 28A.320.195, that include dual credit courses or programs and are aligned with the student's goals; and
  - 5. Includes information about the college bound scholarship program;
- F. Evidence that the student has received the following information on federal and state financial aid programs that help pay for the costs of a postsecondary program:
  - ~~1. Documentation necessary for completing financial aid applications, including at minimum the free application for federal student aid (FAFSA) or the Washington application for state financial aid (WASFA); information about the documentation necessary for completing the applications; application timelines and submission deadlines; the importance of submitting applications early; information specific to student who are or have been in foster care;~~

~~information specific to students who are, or are at risk of being, homeless; information specific to students whose family member or guardians will be required to provide financial and tax information necessary to complete the application; and~~

~~1-2. Application timelines and submission deadlines;~~

~~3. The importance of submitting applications early;~~

~~4. Information specific to students who have been in foster care;~~

~~5. Information specific to students who are, or are at risk of being, homeless;~~

~~6. Information specific to students whose family member or guardians will be required to provide financial and tax information necessary to complete the application;~~

~~7. Opportunities to participate in sessions that assist students—and, when necessary, their family members or guardians—fill out financial aid applications;~~

~~8. Information provided on the Washington student achievement council website concerning each of the state and federal financial aid applications in this subsection; and~~

~~2-9. Information on college bound scholarship application and eligibility; and~~

- G. By the end of the twelfth grade, a current resume or activity log that provides a written compilation of the student's education, any work experience, and any community service and how the school district has recognized the community service.

Students who have not earned a score of level three or four on the middle school math state assessment must include in their plan taking math courses in ninth and tenth grade.

For students who have not earned a level three or four on their middle school English language arts exam or their middle school science exam, the district will inform them of supports and courses that will address their learning needs and be considered in their course-taking plans.

For students meeting graduation requirements, their high school and beyond plans should be used to guide their choices of what their third credit of high school math and science will be.

*[District note: A district may establish additional local requirements for high school and beyond plans to serve the needs and interests of its students.]*

#### **IV. GRADUATION PATHWAY OPTIONS**

A student may choose to pursue one or more of the pathway options described below to demonstrate career and college readiness as long as the option chosen is in alignment with the student's high school and beyond plan.

##### **Statewide High School Assessment**

A student may demonstrate career and college readiness by meeting or exceeding the graduation standard established by the State Board of Education on the statewide high school assessments in English language arts and mathematics.

##### **Dual Credit Courses**

A student may demonstrate career and college readiness by completing and qualifying for college credit in dual credit courses in English language arts and mathematics.

A dual credit course is a course in which a student qualifies for college and high school credit upon successfully completing the course. "Dual credit course" means a course in which a student is eligible for both high school credit and college credit at the level of 100 or higher upon successfully completing the course. Examples of such courses include running starts, college in the high school courses, and career and technical education dual credit courses.

## High School Transition Courses

A student may demonstrate career and college readiness by earning high school credit in a high school transition course in English language arts and mathematics. A high school transition course is a course offered in high school where successful completion by a high school student ensures the student college-level placement at participating institutions of higher education as defined in RCW 28B.10.016. High school transition courses must satisfy core or elective credit graduation requirements established by the State Board of Education.

## AP Courses and International Baccalaureate Programs

A student may demonstrate career and college readiness by doing either A or B below:

A. Earning high school credit with a grade of C+ or higher in each term in the following advanced placement, international baccalaureate, or Cambridge international courses in English language arts and mathematics.

1. English language arts courses:

i. AP courses: English literature and composition, macroeconomics, microeconomics, psychology, United States history, world history, United States government and politics, or comparative government and politics.

ii. International baccalaureate courses: individuals and societies courses or English language and literature courses.

iii. Cambridge advanced or advanced subsidiary courses: English language, literature and English, English general paper, psychology, history, sociology global perspectives and research, or law.

2. Mathematics courses:

i. AP courses: statistics, computer science A, computer science principles, or calculus.

ii. International baccalaureate courses: any international baccalaureate mathematics course.

iii. Cambridge advanced or advanced subsidiary courses: any Cambridge advanced or advanced subsidiary mathematics course.

B. Achieving the following scores on the following exams:

1. Score a three or higher on AP exams in one of the English language arts and one of the mathematics courses identified above.

2. Score a four or higher on international baccalaureate exams in one of the English language arts and one of the mathematics courses identified above.

3. Score an E or higher on Cambridge international exams in one of the English language arts and one of the mathematics courses identified above.

~~A student may demonstrate career and college readiness by earning high school credit, with a C+ grade, or receiving a three or higher on the AP exam, or equivalent, in AP, international baccalaureate, or Cambridge international courses in English language arts and mathematics; or receiving a four or higher on international baccalaureate exams.~~

~~For English language arts, successfully completing any of the following courses meets the standard: AP microeconomics, AP psychology, AP United States history, AP world history, AP United States government and politics, AP comparative government and politics, and any of the international baccalaureate individuals and societies courses.~~

~~For mathematics, successfully completing any of the following courses meets the standard: AP statistics, AP computer science, AP computer science principals, AP calculus, and any of the international baccalaureate mathematics courses.~~

### **SAT or ACT Scores**

A student may demonstrate career and college readiness by meeting or exceeding the scores established by the state board of education for the mathematics portion and the reading, English, or writing portion of the SAT or ACT.

### **Combination of Options**

A student may demonstrate career and college readiness by meeting any combination of at least one English language arts option and at least one mathematics option described above.

### **Armed Services Vocational Aptitude Battery**

A student may demonstrate career and college readiness by meeting standard in the 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 at the time the student takes the assessment.](#)

### **Career and Technical Education Courses**

A student may demonstrate career and college readiness by completing a sequence of career and technical education courses that are relevant to a student's postsecondary pathway that meet either the curriculum requirements of core plus programs for aerospace, maritime, health care, information technology, or construction and manufacturing; or [that meet](#) the minimum criteria identified in [WAC 180-51-230\(h\) and RCW 28A.700.030.](#)

*[District note: Districts have discretion in determining which pathway options they will offer to students.]*

### **Expedited Appeal Process for Waiving Student Assessment Requirements**

For the graduating classes of 2014, 2015, 2016, 2017, 2018, 2019, and 2020, an expedited appeal process for waiving specific requirements in RCW 28A.655.061 pertaining to the certificate of academic achievement and the certificate of individual achievement is available for eligible students who have not met the state standard on the English language arts statewide student assessment, the mathematics high school statewide student assessment, or both. The student or the student's parent, guardian, or principal may initiate an appeal with the district and the district has the authority to determine which appeals to submit to the superintendent of public instruction for review and approval.

A student in the class of 2014, 2015, 2016, or 2017 is eligible for the expedited appeal process if he or she has met all other graduation requirements established by the state and district.

A student in the class of 2018 is eligible for the expedited appeal process if he or she has met all other graduation requirements established by the state and district and has attempted at least one alternative assessment option as established in RCW 28A.655.065.

This expedited appeal process will no longer be available after August 31, 2022.

## **V. INTERNATIONAL BACCALAUREATE PROGRAMME DIPLOMA**

A student who fulfills the requirements for an International Baccalaureate Programme diploma is considered to have satisfied at least one of the graduation pathway options and the minimum state requirements for graduation from high school, but the district may require the student to complete additional local graduation requirements.

To receive an international baccalaureate diploma, a student must complete and pass all required diploma program courses, as scored at the local level; pass all internal assessments, as scored at the local level; successfully complete all required projects and products, as scored at the local level; and complete the final exams administered by the international baccalaureate organization in each of the required subjects.

## **VI. STUDENT'S WITH AN INDIVIDUALIZED EDUCATION PROGRAM (IEP)**

A student's IEP team must determine whether the graduation pathway options described above are appropriate for the student. If the IEP team determines that those options are not appropriate, then the student must earn a certificate of individual achievement to graduate. A certificate of individual achievement may be earned by using multiple measures to demonstrate skills and abilities commensurate with the student's IEP.

The following process will be followed to help a student with an IEP graduate:

- A. By the age of 14, the student will participate with the IEP Team (including a special education teacher, general education teacher, parents, student, and other school personnel and agency representatives who will assist the student in achieving the goals of the IEP) in a discussion of transition service needs that focuses on the student's course of study.
- B. As an outcome of the discussion, the IEP will include appropriate graduation requirements based on the student's individual needs and abilities consistent with the student's transition plan. Modifications to the district's standard graduation requirements may include the following:
  1. Attainable alternate classwork or individualized activities substituted for standard requirements;
  2. A statement of waiver for any waived standard graduation requirements; or
  3. An extension of time for the student to remain in school to complete graduation requirements. The student may remain in school up to and including the school year in which the student reaches twenty-one years of age.
- C. The student will, in cooperation with his or her parent or guardian and the IEP team, determine the following:
  1. The projected date by which all graduation requirements will be met; and
  2. The projected date and conditions under which the student will participate in the graduation ceremony.
- D. The student will have an IEP that incorporates all issues and decisions from the above procedures. Any decision that modifies the district's standard graduation requirements will be made through the IEP process. Annually or as needed, the IEP will be reviewed or revised to accommodate the student's progress and development.

## **VII. SEAL OF BILITERACY**

To be awarded the Washington Seal of Biliteracy, graduating high school students must meet the following criteria:

- A. Demonstrate proficiency in English by (1) meeting statewide minimum graduation requirements in English as established by the Washington State Board of Education and (2) meeting state standards on the reading and writing or English language arts assessment; and
- B. Demonstrate proficiency in one or more world languages. For purposes of this section, "world language" is defined as a language other than English, including American Sign Language, Latin, and Native American or other indigenous languages or dialects. Proficiency may be demonstrated by one of the following methods:
  1. Passing a foreign language Advanced Placement exam with a score of three or higher;
  2. Passing an International Baccalaureate exam with a score of four or higher;
  3. Demonstrating intermediate-mid level or higher proficiency on the American Council on Teaching of Foreign Languages (ACTFL) guidelines using assessments approved by OSPI for

competency-based credits; and demonstrating proficiency using reading assessments approved by OSPI (when developed);

4. Qualifying for four competency-based credits by demonstrating proficiency in speaking, writing, and reading the world language at intermediate-mid level or higher on the ACTFL proficiency guidelines according to Policy 2409, Credit for Competency-Proficiency; or
5. Demonstrating proficiency in speaking, writing, and reading the world language through other national or international assessments approved by OSPI.

## **VIII. GRADUATION CEREMONIES**

If students fulfill graduation requirements by the end of the last term of their senior year, they may participate in graduation ceremonies. Each student will be awarded a diploma after satisfactorily completing local and state requirements. Upon request, each graduating student will receive a final transcript. Each student will be notified of this opportunity at least one month prior to the close of the school term.

Any student receiving services under an IEP who will continue to receive such services between the ages of 18 and 21 will be allowed to participate in the graduation ceremonies and activities after four years of high school attendance with his or her age-appropriate peers and receive a certificate of attendance.

Graduation ceremonies will be conducted in the following manner:

- A. Each participating student must participate in the graduation ceremony rehearsal. Each student who participates will purchase or rent the proper cap and gown as designated by the school administration and the class advisor and officers.
- B. Caps and gowns will be worn in the proper manner, as designated by the school administration and class advisor.
- C. Students who participate will use good taste in their choice of accessories for their attire.
- D. Each student who participates will cooperate with the class advisor and participate in all parts of the graduation ceremonies.
- E. Failure to comply with the above requirements may forfeit a student's privilege to participate in the graduation ceremonies.

## **IX. WITHHOLDING OF A DIPLOMA**

The district may withhold a student's diploma or transcript until the student pays for any school property the student has lost or willfully damaged. Upon payment for damages, or the equivalency through voluntary work, the district will release the diploma or transcript. When the damages or fines do not exceed \$100, the student or his or her parents will have the right to an appeal using the same process as used for short-term suspension as defined in Policy 3241, Student Discipline. When damages are in excess of \$100, the appeal process for long-term suspension as defined in Policy 3241, Student Discipline, will apply. The district may, in its discretion, choose to offer in-school suspension in these circumstances.

If the district has imposed other forms of corrective action for violations of school rules, the district may deny the student's participation in graduation ceremonies. Such exclusion from graduation ceremonies is regarded as a school suspension. In such instances, the district will grant the diploma.

Adoption Date:

Classification: **Essential**

Revised Dates: **12.00; 10.04; 12.04; 08.07; 02.09; 12.11; 04.12; 09.13; 10.17; 05.18; 07.19; 02.20**

## High School Graduation Requirements

- A. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements of graduation established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction which may have been pursued.

WACA Students must complete a minimum of 5 credits at WACA ~~MMK~~ and attend two semesters in order to be awarded a Mary M. Knight diploma.

The board will establish graduation requirements which, as a minimum, satisfy those established by the State Board of Education:

| Subject  | Mary M. Knight School | WACA Requirements |
|--|-----------------------|-------------------|
| English  | 4                     | 4                 |
| Mathematics  | 3                     | 3                 |
| Science (including 1 lab credit)   | 3                     | 3                 |
| Social Studies   | 3                     | 3                 |
| Health and Fitness (one class must including training in cardiopulmonary resuscitation (CPR) and use of automatic external defibrillators (AED). | 2                     | 2                 |
| Arts   | 2                     | 2                 |
| Occupational Education   |                       |                   |
| Career and Tech Ed   | 1                     | 1                 |
| World Language or Personalized Pathway   | 2                     | 2                 |
| Electives  | 5                     | 4                 |
| <b>Total State and District Credit Requirements</b>  | <b>25</b>             | <b>24</b>         |

In addition to the minimum credit requirements, to earn a diploma each student must:

1. Meet exit exam criteria for English/Language Arts and Mathematics portions of the statewide assessment or a state approved alternative;
2. **High School and Beyond Plan:** The High School and Beyond Plan is a state graduation requirement. Each student must have a High School and Beyond Plan (HSBP) to guide the student's high school experience and prepare the student for postsecondary education or training and career (ESHB 2224, Chapter 31, Laws of 2017). Students start their plan in seventh or eighth grade and then continue to revise them throughout high school to accommodate changing interests or educational and career goals. Within the first year of high school enrollment, each student will develop a plan for satisfying the state and district's high school graduation requirements and for their first year after high school completion. The plan should be developed in collaboration with the student, parent and district staff. The plan

should include how the student will satisfy the district's academic credit requirements, preparation for successfully completing the statewide assessment, a description of the student's culminating project and the student's goals for the year following graduation. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan, and to advise the student on steps necessary for successful completion of the plan;

3. Non-credit Requirement: The Washington State History and Government requirement may be met in grades 7 through 12. If the course is taken in the 7th or 8th grade it fulfills the requirement, but high school credit will be awarded only if the academic level of the course exceeds the requirements for 8th grade. Students who meet the requirement but do not earn high school credit must still take three credits of social studies in high school.

### **Credit information**

Credit requirements conform to Career & College-Ready Graduation requirements.

English (4 credits required)

Math (3 credits required)

The following courses are required: Integrated Math 2; Algebra 2 or Integrated Math 3 and a third credit of math chosen by the student based on the student's interest and High School and Beyond Plan and approved by the parent or guardian. If the parent or guardian is unavailable or does not indicate a preference, the school counselor or principal will approve the course.

Science (3 credits required)

At least two (2) labs are required and a third credit of Science chosen by the student based on the student's interest and High School and Beyond Plan and approved by the parent or guardian. If the parent or guardian is unavailable or does not indicate a preference, the school counselor or principal will approve the course.

Social Studies (3 credits required)

The following are required: U.S. History and Government; Contemporary World History, Geography and Problems; 0.5 credits of Civics (content may be embedded in another social studies course); 0.5 credits of Social Studies elective.

Arts (2 credits required)

Performing or visual arts is required. One (1) credit may be a **Personalized Pathway Requirement**, defined as related courses that lead to a specific post-high school career or educational outcome chosen by the student and based on the student's interests and High School and Beyond Plan, which may include Career and Technical Education, and are intended to provide a focus for the student's learning.

World Language (2 credits required)

Both credits may be a Personalized Pathway Requirement. If the student has chosen a four-year degree pathway in their High School and Beyond Plan, the student will be advised to earn 2 credits in world language.

Career and Technical Education (1 credit required)

This credit may be an Occupational Education course that meets the definition of an exploratory course as described in the [CTE program standards](#).

Electives (5 credits required for MMK students, 4 credits required for WACA students)

## **ASSESSMENTS**

SBAC refers to the Common Core State Standard assessments developed by the multi-state consortium, the Smarter Balanced Assessment Consortium. For graduation purposes, the State Board of Education has set exit exam passing scores on Smarter Balanced tests that are different from the consortium-determined achievement levels.

### **High School and Beyond Plan**

Within the first year of high school enrollment, each student will develop a High School and Beyond Plan. The plan will be developed in collaboration with the student, parents/guardians and district staff and include, at a minimum: 1) a career goal; 2) an educational goal; 3) a four-year course plan for high school; and 4) identification of required assessments. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan if necessary and to advise the student on steps for successful completion of the plan. Whether the student has met requirements for the High School and Beyond Plan is determined by the district.

A student receiving special education services who has developed a transition plan as part of their Individualized Education Plan (IEP) may be considered by the district to have developed a High School and Beyond Plan.

### **Certificate of Academic Achievement**

A student will receive a certificate of academic achievement (CAA) if they earn the appropriate number of credits required by the district, complete the High School and Beyond plan, and meet the reading, writing and math standards on the high school statewide assessment or an appropriate state-approved alternative ("CAA option").

### **Certificate of Individual Achievement**

Beginning in 2014-2015, a student qualifying for special education services will earn a Certificate of Individual Achievement after passing assessments determined by the student's Individualized Education Plan (IEP) team to be appropriate for the student based on their learner characteristics, post-secondary goals and previous testing history.

- A. High school credit will be awarded for successful completion of a specified unit of study. In this district, successful completion of a specified unit of study means:
1. Earning a passing grade according to the district's grading policy; and/or
  2. Demonstrating proficiency/mastery of content standards as determined by the district; and/ or

3. Successfully completing an established number of hours of planned instructional activities to be determined by the district.

The district will establish a process for determining proficiency/mastery for credit-bearing courses of study.

B. The superintendent will develop procedures for implementing this policy which include:

1. Establishment of the process and assessment criteria for the high school culminating project requirements, and determination of the education plan process for identifying competencies;
2. Establishing the process for completion of the High School and Beyond Plan;
3. Recommending course and credit requirements which satisfy the State Board of Education requirements and recognize the expectations of the citizens of the district;
4. Determining which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement, including a process for determining the credits the district will recognize for courses taken through another program recognized by the state (e.g. another public school district or an approved private school) or those courses taken by students moving into the state from another state or country. Decisions regarding the recognition of credits earned before enrolling in the district will be based on the professional judgment of the high school principal or designee based on an evaluation of the student's former program and demonstrated knowledge and skills in the discipline for which credit is sought. The decision of the principal may be appealed to the superintendent within fifteen school days;
5. Making graduation requirements available in writing to students, parents and members of the public;
6. Providing for a waiver of graduation requirements for an individual student when permitted. All state graduation requirements must be satisfied unless a waiver is permitted by law;
7. Granting credit for learning experiences conducted away from school, including National Guard high school career training;
8. Granting credit for correspondence, vocational-technical institutes and/or college courses for college or university course work the district has agreed to accept for high school credit.

State law requires that the district award one high school credit for every five quarter hour credit or three semester hour credit successfully earned through a college or university, except for community college high school completion programs where the district awards the diploma. Tenth and eleventh grade students and their parents will be notified annually of the Running Start Program;

9. Granting credit for work experience;
10. Granting credit based upon competence testing, in lieu of enrollment;
11. Granting credit for high school courses completed before a student attended high school, to the extent that the course work exceeded the requirements for seventh or eighth grade;
12. Counseling of students to know what is expected of them in order to graduate;

13. Preparing a list of all graduating students for the information of the board and release to the public;
14. Preparing suitable diplomas and final transcripts for graduating seniors;
15. Planning and executing graduation ceremonies; and
16. Developing student learning plans for students who are not successful on one or more components of the statewide assessment.

In the event minimum test requirements are adopted by the board, a student who possesses a disability will satisfy those competency requirements which are incorporated into the Individualized Education Program (IEP). Satisfactory completion of the objectives incorporated into the IEP will serve as the basis for determining completion of a course.

A student will be issued a diploma after completing the district's requirements for graduation. In lieu of the certificate of academic achievement, special education students may earn a certificate of individual achievement. A student will also be advised that he/she may receive a final transcript.

However, a student's diploma or transcript may be withheld until the student pays for any school property that has been lost or willfully damaged. Upon payment for damages, or the equivalency through voluntary work, the diploma or transcript will be released. When the damages or fines do not exceed \$100, the student or his/her parents will have the right to an appeal using the same process as used for short-term suspension as defined in Policy 3241, *Classroom Management, Corrective Actions*. When damages are in excess of \$100, the appeal process for long term suspension as defined in Policy 3241, *Classroom Management, Corrective Actions* will apply.

Graduation requirements in effect when a student first enrolls in high school will be in effect until that student graduates unless such period is in excess of ten years.

In the event that other forms of corrective actions are imposed for violations of school rules, the student may be denied participation in graduation ceremonies. Such exclusion will be regarded as a school suspension. In such instances, the diploma will be granted.

|                   |   |   |
|-------------------|---|---|
| Cross References: | <p>Policy 3110</p> <p>Policy 3241</p> <p>Policy 3520</p> <p>Policy 3412</p>   | <p>Qualifications of Attendance and Placement</p> <p>Classroom Management, Corrective Actions or Discipline</p> <p>Student Fees, Fines and Charges</p> <p>Automated External Defibrillators (AED)</p>   |
| Legal References  | <p><a href="#">RCW 28A.230.090</a></p> <p><a href="#">RCW 28A.230.120</a></p> | <p>High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies</p> <p>High school diplomas — Issuance — Option to receive final transcripts — Notice</p> |

[RCW 28A.600.300-400](#)  
[RCW 28A.635.060](#)

Running start program - Definition  
Defacing or injuring school property —  
Liability of pupil, parent or guardian  
— Withholding grades, diploma, or  
transcripts — Suspension and  
restitution — Voluntary work  
program as alternative — Rights  
protected

[WAC 180-51](#)  
[WAC 392-121-182](#)

High school graduation requirements  
Alternative Learning Experience  
Requirements

[WAC 392-169](#)

Special service programs - running start  
program

[WAC 392-348](#)  
[WAC 392-410](#)

Secondary Education  
Courses of studies and equivalencies

Management Resources:

*Policy and Legal News*, September 2013

One health class required for graduation  
must now include instruction in CPR  
and use of AED

*Policy News*, April 2012 State Board of Education revises credit requirements for graduation

*Policy News*, October 2011

Policy manual revisions

*Policy News*, June 2010

High school proficiency examination

*Policy News*, April 2009

High school graduation requirements  
(Class of 2009)

*Policy News*, February 2009

High School Graduation Requirements

*Policy News*, August 2007

Graduation Requirements Modified by  
Legislature

*Policy News*, October 2004

Graduation Requirements: High School  
and Beyond Plans

*Policy News*, February 2004

High School Graduation Requirements

*Policy News*, December 2000

2004 High School Graduation

*Policy News*, April 1999

Requirements Adopted

Variations Complicate College Credit  
Equivalencies

**Adoption Date: December, 2000:**

**School District Name: Mary M. Knight**

**Revised: 12.00; 02.04; 10.04; 12.04; 08.07; 02.09; 04.09; 06.10; 10.11; 04.12; 06.12; 04.15 ; 08.16  
: 07.18**

**Classification: Essential**

## Associated Student Bodies

An associated student body (ASB) will be formed in each school within the district whenever one or more students in that school engage in money-raising activities with the approval and at the direction or under the supervision of the district.

An ~~associated student body~~ASB will be a formal organization of students, including sub-components or affiliated student groups. Each ~~associated student body~~ASB will submit a constitution and bylaws to the board for approval. The constitution and bylaws will identify how student activities become approved as student body activities and establish standards for their supervision, governance, and financing. Subject to such approval process, any lawful activity ~~that~~which promotes the educational, recreational, or cultural growth of students as an optional extracurricular or co-curricular activity may be considered for recognition as an ~~associated student body~~ASB activity. Any lawful fund-raising practices that are consistent with the goals of the district and ~~that~~which do not bring disrespect to the district or its students may be acceptable methods and means for raising funds for student body activities. The board ~~of directors~~ may act or delegate the authority to a staff member to act as the ~~associated student body~~ASB for any school ~~that~~which contains no grade higher than grade six.

The ~~school~~ principal will designate a staff member as the primary advisor to the ASB and assure that all groups affiliated with the ASB have an advisor assigned to assist them. Advisors will have the authority and responsibility to intervene in any activities that are inconsistent with district policy, ASB standards, student safety, or ordinarily accepted standards of behavior in the community. When in doubt, advisors will consult ~~with the school~~ principal regarding the propriety of proposed student activities. Student activities cannot include support or opposition to any political candidate or ballot measure.

Each ASB will prepare and submit annually a budget for the support of the ASB program to the board for approval. All property and money acquired by ASBs, except private nonassociated student body funds, will be district funds and will be deposited and disbursed from the district's ~~associated student body~~ASB program fund.

Money acquired by ~~associated student body~~ASB groups through fundraising and donations for scholarships, student exchanges, and charitable purposes will be private nonassociated student body fund moneys.

Solicitation of funds for nonassociated student body fund purposes must be voluntary and must be accompanied by notice of the intended use of the proceeds and the fact that the district will hold the funds in trust for their intended purpose. Nonassociated student body fund moneys will be disbursed as determined by the group raising the money. Private non-associated student body funds will be held in trust by the district for the purposes indicated during the fund-raising activities until the student group doing the fund raising requests disbursement of the funds and the accounts of the fundraising are complete and reconciled.

The board may establish and collect a fee from students and nonstudents as a condition to their attendance at any optional noncredit extracurricular district event of a cultural, social, recreational, or athletic nature. If the board establishes such a fee or fees, the superintendent or designee will establish a procedure for waiving or reducing such fees in the cases of those students whose families, by reason of their low income, would have difficulty in paying the entire amount of such fees and may likewise waive or reduce such fees for nonstudents of the age of sixty-five or over who, by reason of their low income, would have difficulty in paying the entire amount of such fees. Fees collected pursuant to this paragraph shall be deposited in the ASB program fund of the district.

Classification: Essential (Required if students raise money for school activities)

Cross References: 2150 - Co-Curricular Program

3515 - Student Incentives  
4200 - Safe and Orderly Learning Environment  
6020 - System of Funds and Accounts

Legal References:

[RCW 28A.325.010 Fees for optional noncredit extracurricular events—Disposition](#)

RCW 28A.325.020 Associated student bodies—Powers and responsibilities affecting

RCW 28A.325.030 Associated student body program fund—Fundraising activities—Nonassociated student body program fund moneys

Chapter 392-138 WAC Finance—Associated student body moneys

Management Resources:

[2020 – February Issue](#)

2014 - December Issue

Adoption Date:

Classification: **Essential**

Revised Dates: **04.01; 12.11; 12.14; 02.20**

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## Procedure - Associated Student Bodies

The associated student bodies (ASBs) in the schools of the district will operate within the following guidelines:

### Structure

- A. ASBs are mandatory ~~in grades 7 through 12~~ whenever one or more students engage in money raising activities with the approval and at the direction or under the supervision of the district. ~~ASBs are not mandatory at the elementary level (K-6). However, any money raised with the approval and under the supervision of the district must be administered in the same way as ASB money.~~ The school principal is designated to act as the ASB for K-6 school buildings; ~~and.~~
- B. The ~~school~~ board has authority over ASBs. ASBs are subject to the same laws as the district, including accounting procedures, budgets, and warrants.

### Financial Operations

- A. The district ~~must will~~ have an ASB program fund budget approved by the ~~school~~ board; ~~.~~
- B. All ASB money is accounted for, spent, invested, and budgeted the same way as other public money; ~~.~~
- C. Disbursements may be made either by warrant, imprest bank accounts, procurement card, or petty cash funds; ~~.~~
- D. ASB purchases ~~must will~~ comply with state bid procedure as outlined in the law and district bid requirements policy and procedure. Purchases of the same goods or services for more than one school ~~must will~~ be considered together when establishing the purchase amount and applicability of bid requirements; ~~.~~
- E. All property acquired with ASB moneys becomes property of the ~~school~~ district; ~~.~~
- F. ~~Associated student body~~ ASB groups may raise private nonassociated student body fund moneys through fund-raising and donations for scholarships, student exchanges, and charitable purposes. Such fund-raising and donation solicitation ~~must will~~ meet the requirements for other ASB fundraising and those requirements specific to nonassociated student body funds, including clear notice to all donors of the purpose of the fund-raising. Students wishing to use district facilities to raise private non-associated student body funds ~~must will~~ comply with district policy and procedures regarding community use of school facilities. For handling the accounting for complex fundraising programs for private nonassociated student body fund money, the district will ~~recoup its costs~~ withhold or otherwise be compensated an amount adequate to reimburse the district for its direct costs; ~~.~~
- G. Purposes that directly further or support the school district's program — both co-curricular and extracurricular — are suitable uses for ASB funds, if the activities are optional for students; ~~and.~~
- H. ASB funds may not be used for gifts or recognition to individuals for private benefit. Private nonassociated student body funds may be raised for scholarships, student exchanges, and charitable purposes, pursuant to district policy and procedure.

### Waiver or Reduction of Fees

For a student to have a fee waived or reduced, the student or the student's parent or guardian must ask the school principal for a waiver or reduction. The principal will then determine whether the student's family, by reason of their low income, would have difficulty in paying the entire amount of such fees. In making that

determination, the principal will consider the student's specific circumstances, including whether the student is eligible to participate in the federal free or reduced-price meal program.

**Website Publication of Program Fund Information**

The district will publish the following ASB program fund information on its website:

- A. The fund balance at the beginning of the school year;
- B. Summary data about expenditures and revenues occurring over the course of the school year; and
- C. The fund balance at the end of the school year.

The information will be published for each ASB of the district and each account within the ASB program fund. If the district website contains separate websites for schools in the district, the information will be published on the website of the applicable school of the ASB. The district will add updated annual information to its website by each August 31st, except that the district is only required to maintain the information on its website from the previous five years.

Adoption Date:

Classification:

Revised Dates: **10.00; 04.01; 12.11; 02.20**

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**Policy Type: Board-Superintendent Relations**

**Monitoring Superintendent Performance (Page 1 of 3)**

**B/SR-5**

The Superintendent’s job performance will be monitored systematically and rigorously against the two Superintendent job expectations:

- 1. organizational accomplishment of the Board’s Ends policies, and
- 2. organizational operation within the boundaries established in the Board’s Executive Limitations policies.

Accordingly:

- 1. Monitoring determines the degree to which Board policies are being met. Information that does not contribute directly to this purpose is not considered monitoring data.
- 2. The Board will acquire monitoring data on Ends and Executive Limitations policies by one or more of three methods:
  - a. By internal report, in which the Superintendent discloses and certifies compliance information to the Board,
  - b. By external report, in which an external, disinterested third party selected by the Board assesses compliance with Board policies,
  - c. By direct Board inspection, in which the Board assesses compliance with the appropriate policy criteria.
- 3. In every case, the standard for compliance shall be whether the Superintendent has reasonably interpreted the Board policy being monitored. The Board will make the final decision as to whether a Superintendent interpretation is reasonable, and will provide to the Superintendent, by the next meeting, a monitoring response document (B/SR-5-E-1 or B/SR5-E-2). The Superintendent will provide a scheduled ENDS presentation, talking paper, etc as he/she deems appropriate during the public portion of the meeting. The chair will openly discuss the superintendent's report with board members immediately following each such report. (These discussions can, of course, be moved to the Executive Session if specific discussion demands such.)

Scheduled EXECUTIVE LIMITATIONS reports can be included in the read-ahead materials for the scheduled meetings. They may be included in the consent agenda.

Including any input from individual board members, the chair must complete the appropriate form (B/SR-5-E-1 (ENDS) and/or B/SR5-E-2 (EXECUTIVE LIMITATIONS) sign the forms, and give them to the superintendent at the end of that meeting if possible, but not later than the next regularly scheduled meeting.

The superintendent must keep copies of the reports, as with all public documents. These documents will be the basis of the Superintendent's annual evaluation and will be referenced when that time comes.
- 4. All policies that instruct the Superintendent will be monitored on schedule according to a frequency and by a method chosen by the Board. The Board may monitor any policy at any time by any method, but ordinarily will depend upon the following schedule and method:

| <u>Ends Policies</u>            | <u>Method</u>   | <u>Frequency</u> |
|---------------------------------|-----------------|------------------|
| E-1 District Vision and Mission | Internal Report | May              |
| E-2 Academic Competence         | Internal Report | October          |

**Policy Type: Board-Superintendent Relations**

**Monitoring Superintendent Performance (Page 2 of 3)**

**B/SR-5**

|   |  |                  |
|---|--|------------------|
| E-3 Strength of Character/Contributing Citizens | Internal Report                        | March            |
| E-4 Positive and Challenging Environment        | Internal Report                        | June             |
| <u>Executive Limitations Policies</u>           | <u>Method</u>                          | <u>Frequency</u> |
| EL-1 Expectations of Superintendent             | Internal Report                        | May              |
| EL-2 Emergency Superintendent Succession        | Internal Report                        | July             |
| EL-3 Treatment of Parents, Students, and Public | Internal Report                        | August           |
| EL-4 Staff Treatment                            | Internal Report                        | August           |
| EL-5 Staff Compensation                         | Internal Report &<br>Direct Inspection | April            |
| EL-6 Staff Evaluations                          | Internal Report                        | July             |
| EL-7 Budgeting                                  | Internal Report                        | August           |
| EL-8 Financial Administration                   | External Report                        | August           |
| EL-9 Facilities Program                         | Internal Report                        | September        |
| <u>Executive Limitations Policies</u>           | <u>Method</u>                          | <u>Frequency</u> |
| EL-10 Asset Protecting                          | Internal Report                        | September        |
| EL-11 Communication and Counsel to the Board    | Internal Report                        | January          |
| EL-12 Communication with the Public             | Internal Report                        | January          |
| EL-13 Academic Standards and Practices          | Internal Report<br>& Direct Inspection | November         |
| EL-14 Academic Program                          | Internal Report<br>& Direct Inspection | November         |
| EL-15 Instructional Materials Selection         | Internal Report                        | May              |
| EL-16 District Calendar                         | Internal Report                        | April            |
| EL-17 Student Conduct and Discipline            | Internal Report                        | February         |

5. In conjunction with the conclusion of the Board’s annual planning cycle, each January the Board will conduct a formal evaluation of the Superintendent, to be delivered to the Superintendent not later than the regularly scheduled February board meeting. The evaluation will be based upon data generated during the year in monitoring reports and Board response documents when monitoring Board Ends and Executive Limitations policies. A written evaluation document will be prepared, compiling the content of Board response documents. The Superintendent will review the document with the Board in executive session. The report will be signed by the Superintendent and the Board Chair.

The evaluation document will consist of:

1. Findings generated during the year from monitoring the Board’s policies on Ends and Executive Limitations;
2. Conclusions and policy implications as to whether each End has been achieved (or whether reasonable progress has been made toward its achievement) and whether the Superintendent has operated within the boundaries established in Executive Limitations policies;

**Policy Type: Board-Superintendent Relations**

**Monitoring Superintendent Performance (Page 3 of 3)**

**B/SR-5**

Nothing in this policy will be construed to imply in any manner the establishment of any personal rights not explicitly established by statute, Board policy, or contract. All employment decisions regarding the Superintendent remain within the sole and continuing discretion of the Board.

**Adopted: September 28, 2015**

**Monitoring Method: Board self-assessment**

**Monitoring Frequency: Annually in January**

NOTES: This policy was reviewed during the monthly meeting of 28 Sep 2015. Paragraph 3 was modified per board review to describe how the evaluations of the EL policies and the END policies will be reviewed.

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**Policy Type: Executive Limitations**

**Student Conduct and Discipline**

**EL-17**

The Superintendent shall not fail to establish a school environment that is safe, civil, and supportive, conducive to effective teaching and learning, and free from unnecessary disruption. Accordingly, the Superintendent may not:

1. Fail to adopt an age-appropriate, written, student conduct and discipline code that complies with state and federal laws, nor fail to:
  - a. Consult with staff, students, and the community in developing the code;
  - b. Establish procedures to prohibit the use of drugs, alcohol, or tobacco products on school property, at school-sponsored events, and on school buses;
  - c. Establish procedures to prohibit the presence of firearms or other dangerous weapons on school property, at school-sponsored events, and on school buses;
  - d. Establish an age-appropriate dress code that is enforced.
  - e. Establish procedures to afford students, parents, and school personnel equitable treatment and due process with regard to student conduct and discipline issues;
  - f. Establish procedures for student interrogations, searches, and arrests;
  - g. Establish procedures for written appeal to the Board from a decision to expel, suspend, or deny admission to a student;
  - h. Distribute the conduct and discipline code to each student;
  - i. Distribute to each student copies of any significant changes in the code, to include changes at the school level;
2. Fail to ensure that the code is enforced, nor fail to:
  - a. Take appropriate measures to eliminate student behavior that is deemed to be habitually disruptive of school operations or the learning process;
  - b. Identify students at risk of failure due to their conduct, and to provide interventions to help them avoid such failure;
  - c. Ensure that appropriate disciplinary information is communicated to staff members who have direct contact with students being disciplined.
3. Fail to develop a safe, civil, and supportive school environment.

**Adopted: August 29, 2015**

**Monitoring Method: Internal Report**

**Monitoring Frequency: Annually in February**

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**Superintendents Response: In Compliance. February 2020**

# Mary M Knight School District # 311 Academic Calendar 2020-2021 draft A

| August 2020 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | Mo | Tu | We | Th | Fr | Sa |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    | 4  |

| September 2020 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | Mo | Tu | We | Th | Fr | Sa |
|                |    |    |    |    |    |    |
|                |    | 1  | 2  | 3  | 4  | 5  |
| 6              | 7  | 8  | 9  | 10 | 11 | 12 |
| 13             | 14 | 15 | 16 | 17 | 18 | 19 |
| 20             | 21 | 22 | 23 | 24 | 25 | 26 |
| 27             | 28 | 29 | 30 |    |    | 21 |

| October 2020 |    |    |     |    |    |    |
|--------------|----|----|-----|----|----|----|
| Su           | Mo | Tu | We  | Th | Fr | Sa |
|              |    |    |     | 1  | 2  | 3  |
| 4            | 5  | 6  | 7   | 8  | 9  | 10 |
| 11           | 12 | 13 | 14  | 15 | 16 | 17 |
| 18           | 19 | 20 | 21  | 22 | 23 | 24 |
| 25           | 26 | 27 | *28 | 29 | 30 | 31 |
|              |    |    |     |    |    | 22 |

| November 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
|               |    |    |    |    |    |    |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |
| 29            | 30 |    |    |    |    | 16 |

| December 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
|               |    |    |    |    |    |    |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 |    | 14 |

| January 2021 |    |    |    |     |    |    |
|--------------|----|----|----|-----|----|----|
| Sa           | Mo | Tu | We | Th  | FR | SA |
|              |    |    |    |     | 1  | 2  |
| 3            | 4  | 5  | 6  | 7   | 8  | 9  |
| 10           | 11 | 12 | 13 | 14  | 15 | 16 |
| 17           | 18 | 19 | 20 | *21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28  | 29 | 30 |
| 31           |    |    |    |     |    | 18 |

| February 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | Mo | Tu | We | Th | Fr | Sa |
|               |    |    |    |    |    |    |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            |    |    |    |    |    | 18 |

| March 2021 |    |    |     |    |    |    |
|------------|----|----|-----|----|----|----|
| Su         | Mo | Tu | We  | Th | Fr | Sa |
|            |    |    |     |    |    |    |
|            | 1  | 2  | 3   | 4  | 5  | 6  |
| 7          | 8  | 9  | 10  | 11 | 12 | 13 |
| 14         | 15 | 16 | 17  | 18 | 19 | 20 |
| 21         | 22 | 23 | 24  | 25 | 26 | 27 |
| 28         | 29 | 30 | *31 |    |    | 23 |

| April 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | Mo | Tu | We | Th | Fr | Sa |
|            |    |    |    | 1  | 2  | 3  |
| 4          | 5  | 6  | 7  | 8  | 9  | 10 |
| 11         | 12 | 13 | 14 | 15 | 16 | 17 |
| 18         | 19 | 20 | 21 | 22 | 23 | 24 |
| 25         | 26 | 27 | 28 | 29 | 30 |    |
|            |    |    |    |    |    | 17 |

| May 2021 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | Sa |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    | 19 |

| June 2021 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | Sa |
|           |    |    |    |    |    |    |
|           |    | 1  | 2  | 3  | 4  | 5  |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 |
| 27        | 28 | 29 | 30 |    |    | 8  |

| July 2021 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | Sa |
|           |    |    |    | 1  | 2  | 3  |
| 4         | 5  | 6  | 7  | 8  | 9  | 10 |
| 11        | 12 | 13 | 14 | 15 | 16 | 17 |
| 18        | 19 | 20 | 21 | 22 | 23 | 24 |
| 25        | 26 | 27 | 28 | 29 | 30 | 31 |

**Important Dates:**

|                               |                |
|-------------------------------|----------------|
| Professional Day/No School    | August 20-25   |
| Open House                    | August 25      |
| First Day of School           | August 26      |
| Labor Day/No School           | September 7    |
| End of First Quarter *        | October 28     |
| Professional Day / No School  | November 6     |
| Veteran's Day/ No School      | November 11    |
| Thanksgiving Vacation         | November 25-27 |
| Winter Break                  | December 21-31 |
| New Year's Day / Winter Break | January 1      |
| MLK Day / No School           | January 18     |
| End of First Semester *       | January 21     |
| Professional Day / No School  | January 22     |
| President's Day / No School   | February 15    |
| Possible Snow Make Up Day     | February 16    |
| End of Third Term *           | March 31       |
| Spring Break                  | April 5-9      |
| Possible Snow Make Up day     | May 3          |
| Memorial Day / No School      | May 31         |
| Graduation                    | June 5         |
| Last Day of School            | June 10        |

**Half Day Early Dismissals:**

**Early Dismissal:** 12:00

|                     |             |
|---------------------|-------------|
| Student Conferences | October 7-8 |
| Early Dismissal     | October 7-9 |
| Spring Conferences  | April 1     |
| Early Dismissal     | April 2     |
| OTF                 | April 30    |

**One Hour Late Starts:**

Every Wednesday Except Oct. 7

**Student School Hours:**

Elementary 8:30-3:00  
Secondary 8:15-3:00

**KEY**

|   |                               |
|---|-------------------------------|
| ■ | First and Last Day of School  |
| ■ | No School Holiday or Vacation |
| ■ | No School Professional Day    |
| ■ | Early Dismissal at Noon       |
| ■ | One Hour Late Start           |
| ■ | Snow Make Up Day              |
| * | End of Quarter / Semester     |

**School Information:**

Office Hours: 8:00-4:30  
Phone: 360.426.6767  
Fax: 360.427.5516  
Website: marymknight.com

