

REGULAR MEETING OF THE BOARD OF DIRECTORS
Tuesday, July 13, 2021 ~ 5:00 p.m.
Columbia Assembly Room
Ridgefield Administrative & Civic Center – 510 Pioneer Street
[Join Via Zoom](#)
[Sign Up to Attend in Person](#) (20-person limit)

I. CALL TO ORDER

Our Purpose ~ Ridgefield School District aspires to be the state's premier district, leveraging strong community partnerships to provide each student personalized learning experiences, opportunities, and skills that ensure success and unlimited possibilities.

II. FLAG SALUTE

III. CHANGES OR ADDITIONS TO THE AGENDA – Action

IV. CONSENT AGENDA – Action

- A. Approve Board Minutes
 - 1) Regular Meeting on June 17, 2021
- B. Approve Personnel Report
- C. Approve Monthly Donations
- D. Approve Warrants
- E. Approve Union Ridge Elementary School 2021-2022 Student Handbook
- F. Approve Ridgefield High School 2021-2022 Student Handbook
- G. Approve South Ridge Elementary School 2021-2022 Student Handbook
- H. Approve View Ridge Middle School 2021-2022 Student Handbook

V. SUPERINTENDENT REPORTS – Information Only / No Action

- A. Board Members

VI. PUBLIC HEARING – Information Only / No Action

- A. Open Public Hearing on Proposed Changes to the Capital Fund Budget for 2020-2021
- B. Public Comment on Proposed Changes to the Capital Fund Budget for 2020-2021
- C. Close Public Hearing
- D. Board Discussion

VII. PUBLIC COMMENT – Agenda / Non-Agenda Items

Comments from the public are invited relating to agenda items and non-agenda items. Anyone wishing to comment must submit an [Audience Participation](#) form by 4:00 pm on the day of the Board Meeting, and be present on the Live Zoom meeting or [register](#) to attend the meeting in person. Public comments are limited to 3 minutes per person up to 30 minutes total. The Board is precluded from discussing or acting on items raised by public comment, which are not already on the agenda. Speakers may offer objective criticism of district operations and programs, but the Board will not hear any complaints concerning specific district personnel. The Board President will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. Board Policy File No. 1430

VII. OLD BUSINESS – Action

- A. NONE

VIII. NEW BUSINESS – Action

- A. Approve Resolution No. 2020-2021-015 Authorization of the Budget Extension Request for the Capital Projects Fund
- B. Approve PPC Agreement for the 2021-2022 School Year
- C. Approve Interlocal Agreement between Ridgefield School District and LaCenter School District for the Placement of an Out of District Student

- D. Approve Consultant Services Agreement between Ridgefield School District No. 122 and R&C Management Group, LLC
 - E. Approve 2021-2022 District Goals and Planning Blueprint
 - F. Approve Surplus of Four Non-Working Copiers with an Approximate Value of \$3,000-\$6000.00
 - G. Approve Purchase of Dell Laptops and Desktop Computers
 - H. Hear First Read of New Board Policy No. 3211 Gender Inclusive Schools
 - I. Hear First Read of Revised Board Policy No. 3520 Student Fees Fines or Charges
 - J. Hear First Read of Revised Board Policy No. 3231 Student Records
 - K. Hear First Read of Revised Board Policy No. 3207 Prohibition of Harassment, Intimidation and Bullying
- IX. ADJOURNMENT



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

- A. Approve Board Minutes
 - 1) Regular Meeting on June 17, 2021
- B. Approve Personnel Report
- C. Approve Monthly Donations
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Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER – The special meeting of the Board of Directors of the Ridgefield School District was called to order by President Joe Vance at 5:00 p.m. on **Thursday, June 17, 2021** in the Columbia Assembly Room, Ridgefield Administrative and Civic Center, 510 Pioneer Street, Ridgefield, WA 98642. The meeting was also simulcast via a Zoom video conference. The purpose of the meeting was to conduct regular monthly business and replaced the regular meeting that was scheduled on June 22.

Voting Members Present: Joe Vance, Becky Greenwald, Brett Jones, and Zenia Bringhurst
 Voting Members Absent: Emily Enquist
 Others Present: Dr. Nathan McCann, Chris Griffith, Paula McCoy, Dr. Michael Baskette, Mike Lee, Joe Vajgrt, Danielle Taylor, 7 community members attended in person while 6 community members joined via Zoom.

FLAG SALUTE

CHANGES OR ADDITIONS TO THE AGENDA – Action

A motion was made by Director Becky Greenwald to add Item 8-C Approve the Sunset Ridge Intermediate School Student Handbook for the 2021-2022 School Year, seconded by Director Brett Jones. All members present voted in favor of the motion. Motion carried.

CONSENT AGENDA – Action

- Approve Board Minutes
 - 1) Regular Meeting on June 8, 2021
- Approve Personnel Report
- Approve the General Fund/ASB Fund/Capital Projects Fund/Payroll Warrants; the written report was provided:

Fund	Warrant / Micr Numbers		Warrant Date	Issue Amount	Authorization Number
General Fund - #6134					
Payroll					
Warrant Numbers	123127	- 123131			
Micr Numbers	137961	- 137965	6/10/2021	\$ 459.80	W-06102021-5
Sub-Total of Payroll				\$ 459.80	
Electronic Transfer:				\$	
Total payroll amount: (*includes payroll vendors)	\$459.80				
Warrant Numbers		-			
Micr Numbers		-		\$	
Accounts Payable					
Warrant Numbers	115825	- 115826			
Micr Numbers	137929	- 137930	6/4/2021	\$ 16.00	W-06042021-15
Warrant Numbers	115827	- 115830			
Micr Numbers	137931	- 137934	6/8/2021	\$ 170.21	W-06082021-7
Warrant Numbers	115831	- 115853			
Micr Numbers	137938	- 137960	6/9/2021	\$ 3,097.99	W-06092021-8
Warrant Numbers	115854	- 115918			
Micr Numbers	137976	- 138040	6/17/2021	\$ 403,729.03	W-06172021-2
Electronic transfer for payment of comp tax				\$ 0.00	
Vendor ACH payments			6/10/2021	175.00	P-20210610-12
Employee Reimbursement via Direct Deposit			6/17/2021	\$ 1,027.67	P-20210617-1
Electronic Reimbursement via Direct Deposit				\$	
Sub-Total of Accounts Payable				\$ 408,215.90	

ASB - #6158						
Warrant Numbers	20572	-	20574			
Micr Numbers	137935	-	137937	6/9/2021	\$ 240.00	W-06092021-7
Warrant Numbers	20575	-	20584			
Micr Numbers	137966	-	137975	6/17/2021	\$ 16,363.51	W-06172021-1
	Electronic Transfer for payment of comp tax:				\$ 0.00	
	Employee Reimbursement via Direct Deposit				\$ 0.00	
Sub-Total of ASB Payable					\$ 16,603.51	
Capital Projects-1(Bond)					\$	
Capital Projects-State Match					\$	
Capital Projects - #6135-3 (Bond)					\$	
Capital Projects - #6135I (Impact)					\$	
Capital Projects-#6135					\$	
Warrant Numbers		-				
Micr Numbers		-			\$	
	Electronic Transfer for payment of comp tax:				\$ 0.00	
Sub-Total of Capital Projects Payable					\$ 0.00	

Motion was made by Director Becky Greenwald, Board approve the consent agenda, seconded by Director Brett Jones. There was no discussion. All members present voted in favor of the motion. Motion carried.

SUPERINTENDENT REPORTS – Information

Dr. McCann thanked everyone for all of the hard work that went into graduation and making it special for the senior class. He also debuted a video that showed the stadium entrance project from start to finish.

Board Members

- o Director Joe Vance thanked everyone for all of the hard work that went into planning graduation.
- o Director Brett Jones also spoke about graduation and how special it was, especially since he had a student graduate.
- o Director Zenia Bringhurst also had a graduate and was very grateful for all of the effort put into the ceremony. She also acknowledged the last day of school is tomorrow and thanked teachers for all of their hard work throughout the year.

PUBLIC COMMENT – Agenda / Non-Agenda Items

There were three public comments. All three spoke about COVID-19 safety protocols and expressed concern over testing in schools and continued mask mandates.

OLD BUSINESS – Action

There was no old business.

NEW BUSINESS – Action

Approve ABM Custodial Services Agreement for the 2021-2022 School Year

A motion was made by Director Becky Greenwald to approve the ABM Custodial Services Agreement for the 2021-2022 School Year, seconded by Director Brett Jones. There was no discussion. All members present voted in favor of the motion. Motion carried.

Approve the Wisdom Ridge Academy Lease Agreement between Ridgefield School District and the Port of Ridgefield

Dr. McCann explained this action item would need to be tabled, due to the lease not being ready for signature. There was some discussion.

Approve Sunset Ridge Intermediate School Student Handbook for the 2021-2022 School Year

A motion was made by Director Becky Greenwald to approve the Sunset Ridge Intermediate School Student Handbook for the 2021-2022 School Year, seconded by Director Brett Jones. There was no discussion. All members present voted in favor of the motion. Motion carried.

EXECUTIVE SESSION – No Action

Motion was made by Director Becky Greenwald to hold an Executive Session for 30 minutes for the purpose of discussing the performance of a public employee pursuant to RCW 42.30.110(1)(g) – Superintendent’s evaluation and contract, seconded by Director Brett Jones. All members present voted in favor of the motion. Motion carried, the Board began executive session at 5:32. At 6:02, the Board announced they would be in session for 15 more minutes.

RESUME REGULAR MEETING

The executive session concluded at 6:17 p.m.

- A motion was made by Director Becky Greenwald, Board approve the superintendent’s evaluation and contract extension as presented, seconded by Director Joe Vance. All members present voted in favor of the motion. Motion carried.
- A motion was made by Director Becky Greenwald to approve Addendum 1, seconded by Director Brett Jones. All members present voted in favor of the motion. Motion carried.
- A motion was made by Director Becky Greenwald to approve Addendum 2, seconded by Director Brett Jones. All members present voted in favor of the motion. Motion carried.

ADJOURN REGULAR MEETING

There being no further business to come before the Board, President Joe Vance adjourned the regular meeting at 6:20 p.m.

Joe Vance, President
Becky Greenwald, Vice-President

Danielle Taylor, Executive Assistant
to the Superintendent

Approved by the Board of Directors: July 13, 2021



PERSONNEL ACTION

TO: Dr. Nathan McCann, Superintendent
FROM: Jodi Fontyn, Human Resources Coordinator
RE: Personnel Action

REVISED DATE: 07/09/2021
BOARD DATE: 07/13/2021

CERTIFIED/CLASSIFIED:

NAME	JOB TITLE	LOCATION	REASON
HIRE:			
Samantha Young	Temporary Para II	RHS	Summer School
Patricia TenEyck	Temporary Para II	RHS	Summer School
Victoria Cox	ALE Teacher	WRA	Added position
Kristine Fry	PE/Health Teacher	VRMS	Vacancy
Tara Arter	Health & Wellness Coordinator	RSD	Added position
Sara Koharchick	Music Teacher	SRES	Vacancy
Anna Moskal	Counselor	SRES	Vacancy
REHIRE FROM LAYOFF:			
Patricia TenEyck	Paraprofessional Class II	ELC	Added Position
Alicia Tisch	Paraprofessional Class II	ELC	Added Position
Tiffany Castano	Paraprofessional Class II	ELC	Added Position
Melinda Stevens	Paraprofessional Class II	ELC	Added Position
RELEASE FROM CONTRACT:			
Holly Bartlett	Special Education Teacher	SRIS/VRMS	Resignation
Sienna Hertefeld	Music Teacher	URES	Resignation
RESIGNATION/RETIREMENT:			
Gretchen Lincoln	Special Ed Para I	URES	Resignation
SUPPLEMENTAL CONTRACTS:			
Bob Meek	Music Teacher	RHS	Mentor Teacher
Bobbi Whetsell	Music Teacher	SRIS/VRMS	Mentor Teacher
LONG TERM SUB OVER 20 DAYS TEACHING OUT OF ENDORSEMENT:			
Grady Haverkost	Math - Long Term Sub	VRMS	Sub assignment includes Algebra - HS rigor

EXTRACURRICULAR:

NAME	JOB TITLE	LOCATION	REASON
HIRE:			
None			
RESIGNATION:			
Nick Veys	Assistant Boys Basketball Coach	RHS	Resignation
James Davies	Head Volleyball Coach	VRMS	Resignation
Chris Heath	Asstistant Girls Basketball Coach	RHS	Resignation



Donations Received - June 2021

<u>Building</u>	<u>Donor Name</u>	<u>Purpose</u>	<u>Type of Donation</u>	<u>Value/Amount</u>
RSD	Anonymous	Vaccine Clinic Donation	Cash	\$ 142.00
RSD	Chartwells	Calendar	Cash	\$ 450.00
RFRC	Dolores Hawkins	Student/Family Supplies	Cash	\$ 100.00
RFRC	The Ridge	Student/Family Supplies	Cash	\$ 200.00
RFRC	William and Erin Speake	Student/Family Supplies	Cash	\$ 500.00
URES	PTO donation	Purchase of 10 Yearbooks	Cash	\$ 199.88
SRES	SR PTA	PE Grant	Cash	\$ 487.83
SRES	SR PTA	Music Grant	Cash	\$ 496.15
SRES	SR PTA	Mystery Science 1st Grade Grant	Cash	\$ 1,249.00
SRES	SR PTA	Hunt's Classroom Book Grant	Cash	\$ 240.21
SRES	SR PTA	Pomeroy Farm Field Trip Grant	Cash	\$ 45.00
SRES	SR PTA	Green's class Chicken Hatching Grant	Cash	\$ 360.71
SRES	SR PTA	Art Grant	Cash	\$ 1,297.50
SRES	SR PTA	Library grant	Cash	\$ 1,439.53
RHS	Nichole Jones	Snow Cones for Student Body Functions	Equipment	\$ 145.00

RIDGEFIELD SCHOOL DISTRICT #122

Warrant Info



Date: 7/13/2021
 To: Ridgfield School District Board of Directors
 From: Lisa McGhee Accounts Payable Specialist
 Subject: Request for Warrant Authorization

Fund	Warrant / Micr Numbers	Warrant Date	Issue Amount	Authorization Number
General Fund - #6134				
Payroll				
Warrant Numbers	123132 - 123159			
Micr Numbers	138173 - 138200	6/30/2021	\$ 24,467.75	W-06302021-36
Sub-Total of Payroll			\$ 24,467.75	
Electronic Transfer:			\$ 1,606,466.17	
Total payroll amount: (*includes payroll vendors)			\$2,579,154.66	
Warrant Numbers	116034 - 116053			
Micr Numbers	138201 - 138220	7/5/2021	\$ 948,220.74	W-07052021-1
Accounts Payable				
Warrant Numbers	115919 - 115929			
Micr Numbers	138053 - 138053	6/17/2021	\$ 57,381.56	W-06172021-17
Warrant Numbers	115930 - 115932			
Micr Numbers	138054 - 138056	6/18/2021	\$ 97.20	W-06182021-13
Warrant Numbers	115933 - 116029			
Micr Numbers	138070 - 138166	6/28/2021	\$ 298,030.33	W-06282021-6
Warrant Numbers	116030 - 116033			
Micr Numbers	138167 - 138170	6/29/2021	\$ 4,572.12	W-06292021-8
Warrant Numbers	116054 - 116105			
Micr Numbers	138222 - 138273	7/14/2021	\$ 250,354.96	W-07082021-2
Electronic transfer for payment of comp tax			\$ 2,021.76	P-20210625-4
Vendor ACH payments				
Employee Reimbursement via Direct Deposit			\$ 1,659.86	P-20210630-44
Electronic Reimbursement via Direct Deposit			\$ 746.16	P-20210714-1
Sub-Total of Accounts Payable			\$ 614,863.95	
ASB - #6158				
Warrant Numbers	20585 - 20586			
Micr Numbers	138042 - 138042	6/17/2021	\$ 2,057.33	W-06172021-3
Warrant Numbers	20587 - 20594			
Micr Numbers	138062 - 138069	6/28/2021	\$ 7,405.31	W-06282021-5
Warrant Numbers	20595 - 20595			
Micr Numbers	138221 - 138221	7/14/2021	\$ 10.00	W-07142021-1
Electronic Transfer for payment of comp tax:			\$ 45.86	P-20210625-4
Employee Reimbursement via Direct Deposit			\$ 179.70	P-20210630-44
Sub-Total of ASB Payable			\$ 9,698.20	
			\$ 1,563,084.69	
Capital Projects-1(Bond)				
Capital Projects-State Match				
Capital Projects - #6135-3 (Bond)				
Capital Projects - #6135I (Impact)				
Capital Projects-#6135				
Warrant Numbers	-			
Micr Numbers	-			
Electronic Transfer for payment of comp tax:			\$ 0.00	
Sub-Total of Capital Projects Payable			\$ 0.00	
Private Fund # 6178				
Warrant Number	146 - 149			
Micr Number	138057 - 138060	6/28/2021	\$ 3,630.65	W-06282021-3
Warrant Number	150 - 150			
Micr Number	138061 - 138061	6/28/2021	\$ 350.00	W-06282021-4
Warrant Number	151 - 152			
Micr Number	138171 - 138172	6/29/2021	\$ 145.00	W-06292021-9
Sub-Total of PF			\$ 4,125.65	

As of this date July 13th, 2021 THE BOARD, by a _____ vote.
 Voted to approve the Funds listed above for payment.

 Secretary, Board of Directors Director

 President, Board of Directors Director

 Vice President, Board of Directors Director

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$948,220.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 116034 through 116053, totaling \$948,220.74

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
116034	DEPT OF RETIREMENT SYSTEMS	06/30/2021	74,286.79
116035	DEPT OF RETIREMENT SYSTEMS	06/30/2021	62,027.53
116036	DEPT OF RETIREMENT SYSTEMS	06/30/2021	14,011.93
116037	ESD #112 / UNEMP	06/30/2021	25,716.57
116038	ESD112 WORK/COMP	06/30/2021	23,067.11
116039	Vendor Continued Check	06/30/2021	0.00
116040	HCA-SEBB BENEFITS	06/30/2021	378,334.00
116041	HCA-SEBB FLEX SPEND	06/30/2021	6,726.68
116042	HEALTH EQUITY, INC.	06/30/2021	1,050.00
116043	RIDGEFIELD PUBLIC SCHOOLS FOUN	06/30/2021	117.49
116044	RIDGEFIELD BOOSTERS	06/30/2021	147.00
116045	The Standard Insurance Company	06/30/2021	1,563.91
116046	STATE TREASURER	06/30/2021	14,795.56
116047	TEACHER RET SYST	06/30/2021	296,145.76
116048	THE OMNI GROUP	06/30/2021	20,371.00
116049	THE RIDGE	06/30/2021	35.00
116050	VEBA TRUST	06/30/2021	8,096.63
116051	WEA PAYROLL DEDUCTIONS	06/30/2021	17,984.53
116052	WEA PAYROLL DEDUCTIONS	06/30/2021	3,738.25
116053	WSSRA	06/30/2021	5.00

20 Computer Check(s) For a Total of 948,220.74

	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
	20	Computer	Checks For a Total of	948,220.74
Total For	20	Manual, Wire Tran, ACH & Computer	Checks	948,220.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	948,220.74

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$57,381.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 115919 through 115929, totaling \$57,381.56

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
115919	Vendor Continued Check	06/17/2021	0.00
115920	Vendor Continued Check	06/17/2021	0.00
115921	Vendor Continued Check	06/17/2021	0.00
115922	Vendor Continued Check	06/17/2021	0.00
115923	Vendor Continued Check	06/17/2021	0.00
115924	Vendor Continued Check	06/17/2021	0.00
115925	Vendor Continued Check	06/17/2021	0.00
115926	Vendor Continued Check	06/17/2021	0.00
115927	Vendor Continued Check	06/17/2021	0.00
115928	Vendor Continued Check	06/17/2021	0.00
115929	BMO MASTERCARD	06/17/2021	57,381.56

11 Computer Check(s) For a Total of 57,381.56

	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
	11	Computer	Checks For a Total of	57,381.56
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	57,381.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	57,381.56

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$97.20, and voids/cancellations, totaling \$97.20. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 115930 through 115932, totaling \$97.20
Voids/Cancellations, totaling \$97.20

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
115930	HOSA, INC	06/18/2021	20.00
115931	Soules, Melissa	06/18/2021	27.20
115932	WASHINGTON STATE HOSA	06/18/2021	50.00
3	Computer	Check(s) For a Total of	97.20

Check Nbr	Vendor Name	Check Date	Check Amount
114294	Soules, Melissa	06/18/2021	27.20
115886	HOSA, INC	06/18/2021	70.00
2	Void	Check(s) For a Total of	97.20

	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
	3	Computer	Checks For a Total of	97.20
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	97.20
Less	2	Voided	Checks For a Total of	97.20
			Net Amount	0.00

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$298,030.33. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 115933 through 116029, totaling \$298,030.33

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
115933	AIRGAS USA, INC.	06/28/2021	28.87
115934	ALIVE STUDIOS	06/28/2021	1,078.58
115935	ALLIANT SYSTEMS	06/28/2021	5,462.70
115936	Vendor Continued Check	06/28/2021	0.00
115937	Vendor Continued Check	06/28/2021	0.00
115938	Vendor Continued Check	06/28/2021	0.00
115939	Vendor Continued Check	06/28/2021	0.00
115940	AMAZON.COM SERVICES, INC.	06/28/2021	8,703.24
115941	AMERICAN BUILDING MAINTENANCE,	06/28/2021	6,953.60
115942	Anderson, Jack	06/28/2021	7.85
115943	ARBITRAGE COMPLIANCE SPECIALIS	06/28/2021	550.00
115944	ASCD	06/28/2021	239.00
115945	ATHLETIC TIMING LLC	06/28/2021	2,497.50
115946	Ball, Robert Wayne	06/28/2021	104.50
115947	Vendor Continued Check	06/28/2021	0.00
115948	Barbouletos, Kippi Ann	06/28/2021	125.91
115949	Barto, Ashley	06/28/2021	168.00
115950	Bergeron, Jacquelynn A	06/28/2021	52.14
115951	BLICK ART MATERIALS	06/28/2021	279.64
115952	Brown, Heather	06/28/2021	98.75
115953	CAREERSTAFF UNLIMITED, LLC	06/28/2021	2,488.59
115954	CENTURYLINK Z-BILL	06/28/2021	816.63
115955	CINTAS	06/28/2021	113.92
115956	CLARK COUNTY LAWN & TRACTOR	06/28/2021	5.55
115957	CLARK COLLEGE	06/28/2021	51,522.62
115958	CLUB GREEN MEADOWS, LLC	06/28/2021	210.00
115959	Vendor Continued Check	06/28/2021	0.00
115960	COFFEE SYSTEMS NW, LLC	06/28/2021	796.28
115961	COLLEGE BOARD	06/28/2021	15,812.00
115962	COMMERCIAL REFRIGERATION INC	06/28/2021	353.38
115963	COPYTRONIX INC	06/28/2021	1,039.16
115964	CORWIN BEVERAGE CO	06/28/2021	132.19
115965	Crisis Prevention Intervention	06/28/2021	1,181.33

Check Nbr	Vendor Name	Check Date	Check Amount
115966	DAN'S TOP NOTCH SHEET METAL, I	06/28/2021	35,901.63
115967	Dann, Taylor LeeAnn	06/28/2021	759.50
115968	DEMCO	06/28/2021	136.65
115969	DEPARTMENT OF LABOR & INDUSTRI	06/28/2021	248.20
115970	DEPT OF LABOR AND INDUSTRIES	06/28/2021	630.50
115971	DRY BOX INC.	06/28/2021	12,439.36
115972	ESD 112	06/28/2021	2,517.02
115973	EWING	06/28/2021	1,138.01
115974	Ferrin, Ellen Seager	06/28/2021	403.32
115975	FOLLETT LIBRARY RESOURCES, INC	06/28/2021	390.24
115976	Frazier, Audrey	06/28/2021	7.00
115977	Fukuchi, Heather	06/28/2021	744.88
115978	GEORGIES	06/28/2021	136.58
115979	GLOBAL SECURITY AND COMMUNICAT	06/28/2021	121.30
115980	Godbolt, Julie	06/28/2021	30.00
115981	Griffith, Christopher Jason	06/28/2021	13.75
115982	Hankins, Michelle Renee	06/28/2021	136.89
115983	IMAGINEERING, INC.	06/28/2021	3,489.86
115984	Ingham, Jennifer D	06/28/2021	345.80
115985	JOHNSON CONTROLS FIRE PROTECTI	06/28/2021	1,848.00
115986	JW PEPPER & SON, INC.	06/28/2021	585.34
115987	Kaufman, Sarah Grace	06/28/2021	192.77
115988	Kee, Tatsuya Hamilton	06/28/2021	25.00
115989	KERNEN, DEBBIE	06/28/2021	300.00
115990	KILLA BITES, INC	06/28/2021	1,685.71
115991	Vendor Continued Check	06/28/2021	0.00
115992	KING COUNTY DIRECTORS ASSOCIAT	06/28/2021	2,477.47
115993	KYOCERA DOCUMENT SOLUTIONS NOR	06/28/2021	1,203.01
115994	Lamoreaux, Leilani Anne	06/28/2021	17.78
115995	LANGELIERS, AMBER	06/28/2021	50.00
115996	Leppanen, Januaria	06/28/2021	300.61
115997	LES SCHWAB INC	06/28/2021	1,802.07
115998	LINGUISTICA INTERNATIONAL INC	06/28/2021	3.53
115999	LIONBRIDGE TECHNOLOGIES, INC.	06/28/2021	87.21
116000	MALLORY SAFETY AND SUPPLY LLC	06/28/2021	65.51
116001	MICRO K12	06/28/2021	1,639.01
116002	Moses, Karen M	06/28/2021	75.28
116003	MUSIC WORLD INC	06/28/2021	322.70
116004	PDM	06/28/2021	3,652.78
116005	Pickering, Carolyn J	06/28/2021	197.56
116006	Pozzi, Christine Lyn	06/28/2021	54.09
116007	REALLY GREAT READING COMPANY,	06/28/2021	65,854.14
116008	RIDGEFIELD SCHOOL DISTRICT	06/28/2021	59.75
116009	RIDGEFIELD HIGH SCHOOL GEN IMP	06/28/2021	190.00
116010	RIDGEFIELD FLORAL & GIFTS	06/28/2021	619.75
116011	Shaw, Cheryl Lyn	06/28/2021	604.43
116012	SIGNS & MORE	06/28/2021	148.65
116013	STAR OILCO	06/28/2021	2,958.51
116014	Stevens, James K	06/28/2021	907.59
116015	THE LIBRARY STORE	06/28/2021	560.93

Check Nbr	Vendor Name	Check Date	Check Amount
116016	THOUGHTEXCHANGE	06/28/2021	26,016.00
116017	TRAFFIC SAFETY SUPPLY	06/28/2021	743.62
116018	TRI MOUNTAIN GOLF COURSE	06/28/2021	2,832.94
116019	UNITED SCHOOLS INSURANCE PROGR	06/28/2021	3,561.84
116020	US BANK EQUIPMENT FINANCE, INC	06/28/2021	102.23
116021	USA TRACK & FIELD OREGON	06/28/2021	215.00
116022	VANCOUVER SLOW PITCH UMPIRES A	06/28/2021	660.00
116023	VISUAL AID, LLC	06/28/2021	30.00
116024	WALTER E. NELSON CO.	06/28/2021	5,542.18
116025	WASHINGTON OFFICIALS ASSOCIATI	06/28/2021	5,935.41
116026	Wells, Jessica	06/28/2021	25.00
116027	Wilson, Shannon	06/28/2021	168.00
116028	WOODLAND SCHOOL DISTRICT #404	06/28/2021	3,002.43
116029	WOODLAND AUTO SUPPLY, INC	06/28/2021	294.08
97	Computer	Check(s) For a Total of	298,030.33

	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
	97	Computer	Checks For a Total of	298,030.33
Total For	97	Manual, Wire Tran, ACH & Computer	Checks	298,030.33
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	298,030.33

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$4,572.12, and voids/cancellations, totaling \$4,420.70. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 116030 through 116033, totaling \$4,572.12
Voids/Cancellations, totaling \$4,420.70

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
116030	Bergeron, Jacquelynn A	06/29/2021	56.56
116031	Vendor Continued Check	06/29/2021	0.00
116032	DEPT OF LABOR AND INDUSTRIES	06/29/2021	878.70
116033	IMAGINEERING, INC.	06/29/2021	3,636.86
4	Computer	Check(s) For a Total of	4,572.12

Check Nbr	Vendor Name	Check Date	Check Amount
115950	Bergeron, Jacquelynn A	06/28/2021	52.14
115969	DEPARTMENT OF LABOR & INDUSTRI	06/28/2021	248.20
115970	DEPT OF LABOR AND INDUSTRIES	06/28/2021	630.50
115983	IMAGINEERING, INC.	06/28/2021	3,489.86
4	Void	Check(s) For a Total of	4,420.70

	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
	4	Computer	Checks For a Total of	4,572.12
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	4,572.12
Less	4	Voided	Checks For a Total of	4,420.70
			Net Amount	151.42

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$250,354.96. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 116054 through 116105, totaling \$250,354.96

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
116054	AIRGAS USA, INC.	07/14/2021	306.46
116055	ALLIANT SYSTEMS	07/14/2021	264.99
116056	Vendor Continued Check	07/14/2021	0.00
116057	AMAZON.COM SERVICES, INC.	07/14/2021	3,100.17
116058	AMERICAN BUILDING MAINTENANCE,	07/14/2021	3,052.80
116059	B&H PHOTO VIDEO	07/14/2021	13,419.66
116060	Vendor Continued Check	07/14/2021	0.00
116061	Barbouletos, Kippi Ann	07/14/2021	103.75
116062	Bouvier, Marie	07/14/2021	375.00
116063	CAREERSTAFF UNLIMITED, LLC	07/14/2021	2,088.00
116064	CHARTWELLS INC	07/14/2021	78,012.15
116065	CITIES DIGITAL, INC.	07/14/2021	948.74
116066	CLARK COUNTY LAWN & TRACTOR	07/14/2021	94.98
116067	Clark, Aaron	07/14/2021	40.00
116068	Cochran, Terri L	07/14/2021	29.02
116069	COFFEE SYSTEMS NW, LLC	07/14/2021	150.00
116070	CONSOLIDATED TECHNOLOGY SERVIC	07/14/2021	342.66
116071	COPYTRONIX INC	07/14/2021	634.30
116072	CORWIN BEVERAGE CO	07/14/2021	55.15
116073	DAY WIRELESS SYSTEMS	07/14/2021	1,300.80
116074	EDWARD DON & COMPANY, LLC	07/14/2021	19,383.00
116075	ELCOR, INC.	07/14/2021	275.75
116076	ESD 112	07/14/2021	58,925.88
116077	FAMILYID, INC.	07/14/2021	2,940.35
116078	FMLASOURCE, INC.	07/14/2021	3,297.00
116079	GB MANCHESTER CORPORATION	07/14/2021	5,487.55
116080	KILLA BITES, INC	07/14/2021	3,297.31
116081	KING COUNTY DIRECTORS ASSOCIAT	07/14/2021	964.31
116082	MARK CLEMENTS CONSULTING, LLC	07/14/2021	2,212.50
116083	Mruk, Katy	07/14/2021	47.13
116084	MULLEN COUGHLIN, LLC	07/14/2021	1,856.50
116085	NORTHWEST TEXTBOOK DEPOSITORY	07/14/2021	365.24
116086	NORTHWEST NATURAL GAS, INC.	07/14/2021	1,107.45

Check Nbr	Vendor Name	Check Date	Check Amount
116087	OFFICE DEPOT, INC.	07/14/2021	39.01
116088	PITNEY BOWES INC.	07/14/2021	147.67
116089	PORTER FOSTER RORICK LLP	07/14/2021	11,885.86
116090	REALLY GOOD STUFF	07/14/2021	671.54
116091	RIDGEFIELD HARDWARE	07/14/2021	187.71
116092	SIMPLOT PARTNERS	07/14/2021	547.43
116093	SOLUTIONS EMPLOYEE ASSISTANCE,	07/14/2021	1,291.50
116094	SOUTH TOWN GLASS	07/14/2021	10,677.40
116095	STRUCTURED COMMUNICATION SYSTE	07/14/2021	8,334.24
116096	THE STEPPING STONES GROUP LLC	07/14/2021	4,725.00
116097	UNITED SCHOOLS INSURANCE PROGR	07/14/2021	1,000.00
116098	UNIVERSITY OF WASHINGTON	07/14/2021	325.00
116099	VERIZON WIRELESS	07/14/2021	89.32
116100	VOYAGER SOPRIS LEARNING, INC	07/14/2021	153.64
116101	Wallace, Mary	07/14/2021	45.20
116102	WASHINGTON OFFICIALS ASSOCIATI	07/14/2021	189.00
116103	Webb, Kimber Huntington	07/14/2021	1,300.00
116104	WOODLAND SCHOOL DISTRICT #404	07/14/2021	2,761.05
116105	WSIPC	07/14/2021	1,505.79
52	Computer	Check(s) For a Total of	250,354.96

	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
	52	Computer	Checks For a Total of	250,354.96
Total For	52	Manual, Wire Tran, ACH & Computer	Checks	250,354.96
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	250,354.96

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$2,067.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, COMP TAX ACH:
ACH Numbers 202100138 through 202100139, totaling \$2,067.62

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
202100138	DEPARTMENT OF REVENUE	06/25/2021	2,021.76
202100139	DEPARTMENT OF REVENUE	06/25/2021	45.86

2 ACH Check(s) For a Total of 2,067.62

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	2	ACH	Checks For a Total of	2,067.62
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	2,067.62
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,067.62

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$1,839.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, VENDOR ACH PAYMENTS:
ACH Numbers 202100140 through 202100150, totaling \$1,839.56

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
202100140	Brown, Stephanie Rae	06/30/2021	629.16
202100141	Couch, Derell Marie	06/30/2021	295.55
202100142	Cresap, Tammy Lynn	06/30/2021	144.00
202100143	Eastham, Sara Marie	06/30/2021	120.00
202100144	James, Kathryn N	06/30/2021	158.33
202100145	Kahn, Beth E	06/30/2021	37.72
202100146	Murray, Mary Christine	06/30/2021	137.49
202100147	Ortner, Debora S	06/30/2021	96.00
202100148	Rinard, Steven Joel	06/30/2021	41.61
202100149	Foster, Stefanie Joanne	06/30/2021	45.45
202100150	Hoodenpyl, Tamara Anne	06/30/2021	134.25

11 ACH Check(s) For a Total of 1,839.56

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	11	ACH	Checks For a Total of	1,839.56
	0	Computer	Checks For a Total of	0.00
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	1,839.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,839.56

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$746.16. The payments are further identified in this document.

Total by Payment Type for Cash Account, VENDOR ACH PAYMENTS:
ACH Numbers 202100151 through 202100155, totaling \$746.16

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
202100151	McCann, Nathan T	07/14/2021	102.46
202100152	McCoy, Paula Kristen	07/14/2021	13.75
202100153	Rodin, Brittany Rae	07/14/2021	550.00
202100154	Vendor Continued Check	07/14/2021	0.00
202100155	Stalcup, Morning Ann	07/14/2021	79.95

5	ACH	Check(s) For a Total of	746.16
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	5	ACH	Checks For a Total of	746.16
	0	Computer	Checks For a Total of	0.00
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	746.16
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	746.16

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$2,057.33. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 20585 through 20586, totaling \$2,057.33

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
20585	Vendor Continued Check	06/17/2021	0.00
20586	BMO MASTERCARD	06/17/2021	2,057.33
2	Computer	Check(s) For a Total of	2,057.33

	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
	2	Computer	Checks For a Total of	2,057.33
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	2,057.33
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,057.33

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$7,405.31. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 20587 through 20594, totaling \$7,405.31

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
20587	Bate, Eddie R	06/28/2021	30.69
20588	BIG GAME SPORTS, INC.	06/28/2021	1,277.43
20589	CHARTWELLS INC	06/28/2021	178.20
20590	COMPETITIVE ATHLETICS	06/28/2021	1,176.09
20591	CUSTOMINK.COM, LLC	06/28/2021	586.70
20592	HOSA, INC	06/28/2021	360.00
20593	SNAP MOBILE, INC	06/28/2021	3,597.20
20594	UNIVERSAL CHEERLEADERS ASSOCIA	06/28/2021	199.00
8	Computer	Check(s) For a Total of	7,405.31

	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
	8	Computer	Checks For a Total of	7,405.31
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	7,405.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,405.31

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$10.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 20595 through 20595, totaling \$10.00

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
20595	DesRochers, Crista	07/14/2021	10.00
1	Computer	Check(s) For a Total of	10.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	10.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	10.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10.00

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$2,067.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, COMP TAX ACH:
ACH Numbers 202100138 through 202100139, totaling \$2,067.62

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
202100138	DEPARTMENT OF REVENUE	06/25/2021	2,021.76
202100139	DEPARTMENT OF REVENUE	06/25/2021	45.86

2 ACH Check(s) For a Total of 2,067.62

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	2	ACH	Checks For a Total of	2,067.62
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	2,067.62
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,067.62

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$1,839.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, VENDOR ACH PAYMENTS:
ACH Numbers 202100140 through 202100150, totaling \$1,839.56

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
202100140	Brown, Stephanie Rae	06/30/2021	629.16
202100141	Couch, Derell Marie	06/30/2021	295.55
202100142	Cresap, Tammy Lynn	06/30/2021	144.00
202100143	Eastham, Sara Marie	06/30/2021	120.00
202100144	James, Kathryn N	06/30/2021	158.33
202100145	Kahn, Beth E	06/30/2021	37.72
202100146	Murray, Mary Christine	06/30/2021	137.49
202100147	Ortner, Debora S	06/30/2021	96.00
202100148	Rinard, Steven Joel	06/30/2021	41.61
202100149	Foster, Stefanie Joanne	06/30/2021	45.45
202100150	Hoodenpyl, Tamara Anne	06/30/2021	134.25

11 ACH Check(s) For a Total of 1,839.56

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	11	ACH	Checks For a Total of	1,839.56
	0	Computer	Checks For a Total of	0.00
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	1,839.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,839.56

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$3,630.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 146 through 149, totaling \$3,630.65

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
146	REVOLVING FUND	06/28/2021	95.00
147	Vendor Continued Check	06/28/2021	0.00
148	RIDGEFIELD SCHOOL DISTRICT	06/28/2021	3,515.65
149	RIDGEFIELD BOOSTERS	06/28/2021	20.00
4	Computer	Check(s) For a Total of	3,630.65

	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
	4	Computer	Checks For a Total of	3,630.65
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	3,630.65
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,630.65

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$350.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 150 through 150, totaling \$350.00

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
150	RIDGEFIELD SCHOOL DISTRICT	06/28/2021	350.00
1	Computer	Check(s) For a Total of	350.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	350.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	350.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	350.00

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 July 13, 2021, the board, by a _____ vote, approves payments, totaling \$145.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, SEA 1ST:
Warrant Numbers 151 through 152, totaling \$145.00

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
151	RIDGEFIELD SCHOOL DISTRICT	06/29/2021	65.00
152	RIDGEFIELD SCHOOL DISTRICT	06/29/2021	80.00
2	Computer	Check(s) For a Total of	145.00

	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
	2	Computer	Checks For a Total of	145.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	145.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	145.00



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: Angie Gaub, Principal, Union Ridge Elementary School

SUBJECT: Union Ridge Elementary School Student Handbook 2021-2022

DATE: 07/13/2021

TYPE: Action

Background:

Union Ridge Elementary School's student handbook has been updated for the 2021-2022 school year. Important modifications include:

- Welcome letter has been updated
- Dress code language has been updated to align with SRIS and VRMS
- Chartwells information has been updated

Considerations:

No other substantive changes have been made.

Recommendation:

Recommend approval.

UNION RIDGE ELEMENTARY

PARENT + STUDENT HANDBOOK

2021/2022



330 N 5th Avenue Ridgfield, WA 98642

360.750.7600 • ridgefieldsd.org

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Welcome to Union Ridge Elementary

...HOME OF THE TATER TOTS!

The Union Ridge staff welcomes you to a fantastic 2021-2022 school year. At Union Ridge our team of dedicated teachers, support staff, para-educators, and volunteers are passionate about serving all our students' academic, social, and emotional needs. *Pursuing Premier* at Union Ridge means we are working with our students, families and community members to build a trusting and committed partnership that puts serving students at the center.

For students at Union Ridge, our staff focuses on meeting them where they are. We know each student comes to us with unique skills, experiences, and needs. To provide all students with intervention and/or enrichment, we have WIN (What I Need) built into the school day. Prioritizing WIN allows all students to receive the differentiated instruction they deserve.

Our staff is committed to building relationships with students and families. At Union Ridge, we believe it takes a village to help students learn how to be responsible, respectful, and resilient (The 3 Rs). Our staff teaches, models, and reteaches expectations so all students know what it means to be responsible, respectful, and resilient.

As a parent, you are the expert on your child and we value your collaboration and input to best serve your learner. Together we will create an educational experience for your child that is personal and meaningful.

Angie Gaub
Principal Union Ridge Elementary

WELCOME

DISTRICT GOALS



- 1. Achieve high outcomes through quality instruction, personalized learning, and continuous improvement resulting in success for every student.*
- 2. Provide safe, inclusive, and supportive environments that nurture the well-being of the whole child.*
- 3. Provide collaboration and communication opportunities with families, staff, and the community resulting in strong partnerships.*
- 4. Close the disparity gaps by ensuring high expectations, removing barriers and providing opportunities for all students.*

TATER TOT 3 R's BEHAVIOR

(a **P**ositive **B**ehavioral **I**nterventions and **S**upports program - **PBIS**)

GOAL: To create a social-culture in our school that will encourage positive behaviors and interactions, while discouraging problem behaviors. This social-culture will lead to a safe environment where students achieve academically and build positive relationships with each other and with adults. The foundation of the approach emphasizes teaching students the behaviors we expect to see, reminding them to use those behaviors, acknowledging them when they do, and correcting them when they do not.

PBIS DEFINED: PBIS is an approach to supporting students to be successful in schools. PBIS was developed from research in the fields of behavior theory and effective instruction. PBIS supports all students through intervention ranging from a school-wide system to a system for developing individualized plans for specific students. School-wide PBIS focuses on the development and implementation of pro-active procedures and practices to prevent problem behavior for all students and improve school climate.

SCHOOL-WIDE RULES:



Having a few, simple, positively stated rules facilitates the teaching of behavioral expectations across school settings. By focusing on five simple rules, our message can be clear, consistent, and memorable for students. It is expected that all school staff will be active participants in the school-wide programming.

PARENTAL INVOLVEMENT: Teaching a behavior that schools expect to see works best when there is consistency across home and school settings. When a child has challenging behavior at school, a strong partnership between the school and family is important. Family involvement is a key feature when developing positive behavior support plans for students with special needs. School-wide positive behavioral interventions and support is a school-wide approach to helping all children learn to self-manage behaviors. However, parent involvement is really important in all aspects of PBIS. When parents are involved, outcomes for children are better.

Tater Tots 3 R's Behavior A Three Tiered Approach

As a school community, we are responsible for teaching both academic and social behavior skills. We will teach all of our students how to be safe, responsible members of the community in every setting. We will reinforce these behaviors through a system of positive reinforcement.

Tier One teaching and reinforcement of expected behaviors will be enough support for 80-90% of our students.

Tier Two is designed for the 5-10% of our students who may need further teaching and individualized supports. These students will be referred to the Student Intervention Team for further supports.

Tier Three is designed for the 1-5% of our students who continue to display behaviors of concern despite Tier Two interventions. Further supports and/or services will be implemented by the SIT Team.

Addressing Problem Behaviors

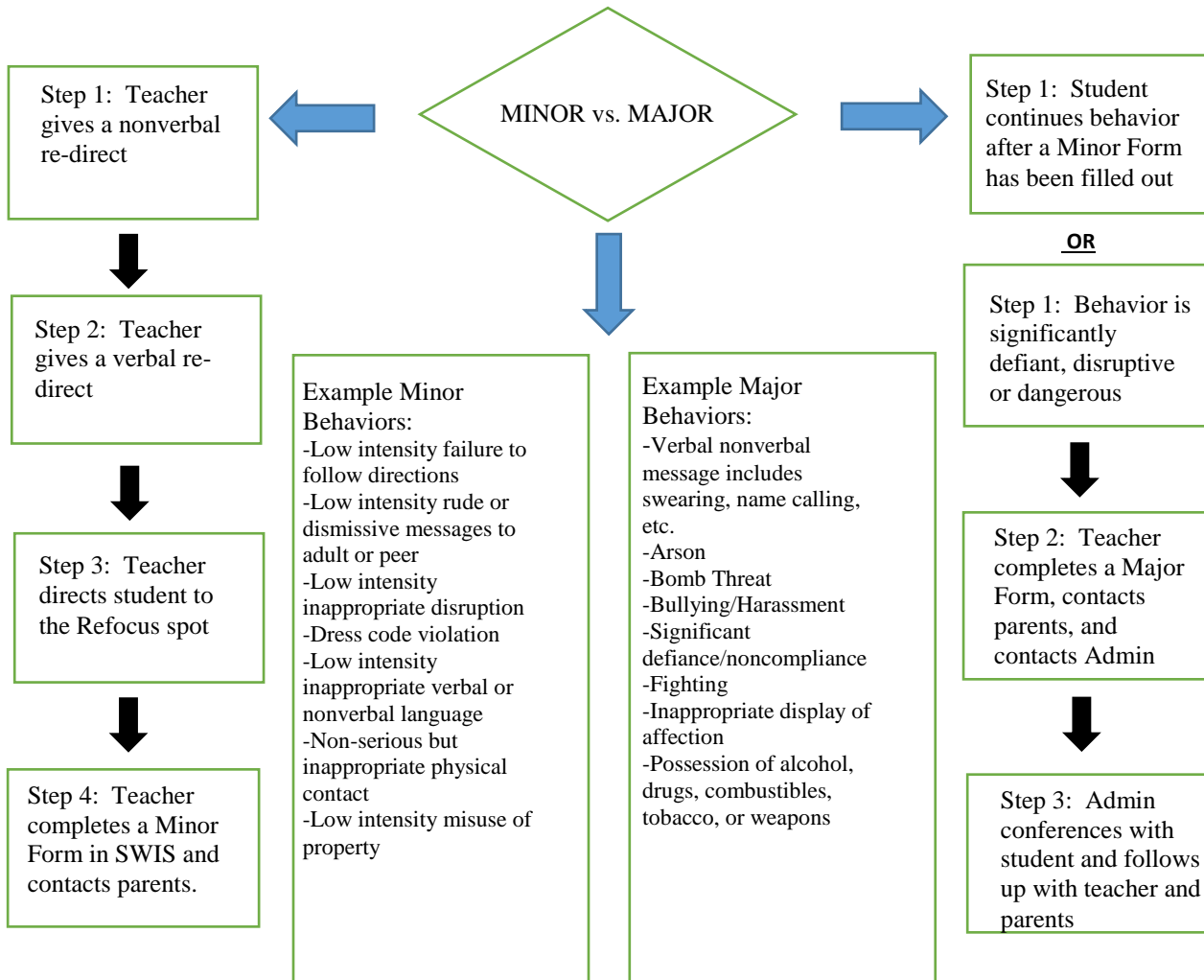
In order to address problem behaviors, we will change the way we look at behavior. We understand behavior is not good or bad. Repeated problem behaviors serve a purpose for the student. Problem behaviors provide attention or an escape from uncomfortable, difficult, or even boring situations.

Misbehavior is a form of communication. Our job is to use professional judgement to hypothesize the purpose, or function, of the behavior and how it is meeting the student's needs. We then work to find an alternate way to meet that need in a safe and respectful way.

Parents of children with behavior challenges are important in a system of school-wide positive behavior interventions and supports because they already know punishment does not teach skills. Parents already know what individual strategies may work with their own child. Parents are important contributors in developing school-wide PBIS in their child's school, because parents have a great deal at stake – the lives and futures of their children. By becoming involved, parents can have a vital role in improving school climate, safety, and instructional time. Most important, parents can have a role in helping their child to develop the positive behavior skills that are the foundations for a successful future.

Staff Deals with
Minor Behaviors

Office Deals with
Major Behaviors



EVERY DAY IS A NEW DAY!

- All behavior referrals need to be communicated to parent via phone, email, etc.
- The behavior flowchart is a framework; exceptions to following the process may occur
- Some behaviors may result in an immediate office referral; understand what types of behaviors result in a minor or a major referral
- 3 minor referrals of the same behavior in a week will be converted into a Major office referral

MAJOR REFERRALS WILL BE ENTERED INTO SKYWARD

Tater Tots 3 R's Behavior Management Process

We are committed to preventing inappropriate behavior before it occurs by intentionally teaching and reinforcing expected behaviors.

Tier 1 – Minor Behaviors: Behaviors handled in the classroom using intervention strategies and teachable moments including a verbal reminder, re-teaching, positive reinforcement (four positive reinforcements for every correction), and redirecting.

Tier 2 – Minor Behaviors: The student has been taught AND re-taught the expectation AND has received positive reinforcement to promote the expected behavior. However, the student continues to present escalating behavior and is not responding to interventions.

When a teacher determines a student's behavior should be documented, the following will take place:

- Fill out a Referral form and check the box for Minor Behavior.
- Student completes a Reflection sheet (in the classroom or a buddy classroom)
- Teacher reviews Reflection sheet with student
- Teacher contacts parent/guardian
- Teacher turns the completed Referral form into the office at the end of each day.
- If a student receives three Referrals for Minor Behaviors in a month-long period, the teacher will follow the procedures for a Major Behavior and the Assistant Principal will take action.

Tier 3 – Major Behaviors: The teacher has followed through with a Minor Referral forms, reflection sheets, teacher conference and parent contact, yet the student chooses to continue behavior that is not consistent with ROCKS and/or the student exhibits Level 3 behavior which requires mandatory office referral.

When a student exhibits a Major Behavior, the following will take place:

- Fill out a Referral form and check the box for Major Behavior.
- The referral is sent to the principals and the Assistant Principal will take action. If the Assistant Principal is not available, the Principal will take action. If the Principal is not available, the counselor will handle the situation until an administrator is available.






Union Ridge Common Area Positive Behavior Expectations

Area/Expectation: Zona/Expectativa:	<u>Be Respectful</u> <u>Se Respetuoso</u>	<u>Be Responsible</u> <u>Se Responsable</u>	<u>Be Resilient</u> <u>Se Resiliente</u>
<p>Assembly</p> 	<ul style="list-style-type: none"> -Follow directions -Watch for silent signal -Use kind language -Sit so that everyone can see 	<ul style="list-style-type: none"> -Listen actively -Participate appropriately -Wait for dismissal instructions -Be a positive role model for others and the community 	<ul style="list-style-type: none"> -If it's too loud, cover your ears, take a <i>Mindful Minute</i>, and wait for it to pass
<p>Bathroom</p> 	<ul style="list-style-type: none"> -Wash hands -Flush toilet -Use walking feet -Quiet or zero voice -Give privacy 	<ul style="list-style-type: none"> -Clean up -Keep water in sink -Throw paper towel in trash -Quickly return to class 	<ul style="list-style-type: none"> -If something unexpected happens, think of two possible solutions, choose one, and take action
<p>Bus</p> 	<ul style="list-style-type: none"> -Use quiet voice -Respect property -Use kind language -Give personal space 	<ul style="list-style-type: none"> -Clean up your area -Take belongings with you -Stay in seat, facing forward -Follow bus rules -Keep aisles clear -Know your departure plan -Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> -If there are changes in your plan, be flexible -If there is a problem with the route/stops, wait for the bus to stop and calmly talk to the bus driver
<p>Cafeteria</p> 	<ul style="list-style-type: none"> -Use quiet voice -Follow directions -Give personal space -Include others -Use kind language -Use table manners 	<ul style="list-style-type: none"> -Stop, look, and listen when attention signal is given -Eat your own food -Follow traffic rules -Clean your area 	<ul style="list-style-type: none"> -If you drop your tray, clean it up, get a new lunch, and head to your table -If you are frustrated that you are not getting dismissed to recess, think of two possible solutions, choose one, and take action -If someone is sitting where you want to sit, ask them to make room for you, or choose a different seat
<p>Classroom</p> 	<ul style="list-style-type: none"> -Listen to speaker -Use materials purposefully -Give personal space -Include others -Think before speaking -Share -Follow Directions 	<ul style="list-style-type: none"> -Clean up your area -Keep hands, feet, and objects to self -Keep 4 on the floor 	<ul style="list-style-type: none"> -If you face a frustrating situation, take a <i>Mindful Minute</i> and try again
<p>Dismissal</p> 	<ul style="list-style-type: none"> -Follow Directions -Be patient and wait your turn in line 	<ul style="list-style-type: none"> -Stick to your plan -Go and stay in your pick-up or bus area -Use walking feet -Use crosswalks -Stay on sidewalks 	<ul style="list-style-type: none"> -If there are changes in your plan, be flexible



Union Ridge Common Area Positive Behavior Expectations

<p>Arrival in Gym</p> 	<ul style="list-style-type: none"> -Use quiet voice -Follow directions -Include others -Give personal space 	<ul style="list-style-type: none"> -Bring appropriate activity -Clean your area -Take belongings with you -Use walking feet -Watch for silent signal -Sit with your class 	<ul style="list-style-type: none"> -If you face a frustrating situation, think of two possible solutions, choose one, and take action
<p>Pathways/Hallways</p> 	<ul style="list-style-type: none"> -Walking feet, especially on the stairs -Follow directions -Voices off 	<ul style="list-style-type: none"> -Give personal space -Eyes up and forward -Go straight to your destination -Keep up with your class -Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> -If something unexpected happens, think of two possible solutions, choose one, and take action
<p>Playground</p> 	<ul style="list-style-type: none"> -Use kind language -Take turns -Include others -Share equipment 	<ul style="list-style-type: none"> -Keep hands, feet, and objects to self -Exit and enter area safely -Stay within designated play area -Follow directions -Watch for opening doors -Use equipment appropriately 	<ul style="list-style-type: none"> -If you feel like a situation is unfair, review the rules and either try again or move on to a different activity -If you feel like you don't have anyone to play with, use the Buddy Bench -If you are feeling upset or frustrated, take a <i>Mindful Minute</i>



VALUING DIVERSITY

Ridgefield School District values the diverse ethnic heritage of the students we serve and believes to be prepared for today's global society and workforce, students must be able to understand, appreciate, work with and learn from people with cultures and backgrounds different from their own.

We understand educating our children requires a partnership. Students need support at home and from the community to succeed in school and life. Each student is unique and learning styles are different. We believe the diversity of our school community, which in simplest terms means the ways in which people are different, enhances the district's ability to implement our goals.

Education involves acknowledging and valuing what is comfortable and known and leading students to an understanding and appreciation of what is new and different. Encountering different perspectives, ideas, ways of thinking, and understandings is an essential part of this process. Through their experience with such differences students develop the ability to think critically, to make informed judgments, to imagine, to understand, and to grow. Helping students understand their connection to the world and to each other will enable them not only to achieve their highest potentials, but also to serve as strong and effective leaders. This principle is at the heart of our mission to foster unlimited possibilities.

Respect for diversity mirrors Union Ridge's commitment to character education. It is the school's goal that all students, school families, and faculty and staff feel welcome, valued, and respected at Union Ridge. The values that anchor our ROCKS program—respect, ownership, community, kindness, and safety — also characterize our attitude toward the diversity in our school community.

DISTRICT NON-DISCRIMINATION STATEMENT

Ridgefield School District No.122 complies with all state and federal rules and regulations and provides equal opportunity in programs and employment and does not unlawfully discriminate on the basis of race, color, national origin/language, marital status, HIV/Hepatitis C status, sex, sexual orientation-including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability, and provides equal access to the Boy Scouts of America and other designated youth groups. Ridgefield School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services, bilingual education or inquiries regarding compliance procedures, contact Chris Griffith, Title IX/Section 504/ADA Coordinator, 510 Pioneer Street, Ridgefield, WA 98642, (360) 619-1305, or by email at chris.griffith@ridgefieldsd.org.

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here:

*<http://ridgefieldwa.apptegy.us/o/district/browse/4811>
(Policy 3210).*

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or

The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see complaint options).

For a copy of our district's sexual harassment policy and procedure, contact your school or district office, or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3205).

COMPLAINT OPTIONS: DISCRIMINATION + SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns.

COMPLAINT TO THE SCHOOL DISTRICT

Step 1. Write Our Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

APPEAL TO THE SCHOOL DISTRICT

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

COMPLAINT TO OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us

Mail: PO Box 47200, Olympia, WA 98504-7200

Hand deliver: 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit www.k12.wa.us/Equity/Complaints.aspx or contact OSPI's Equity and Civil Rights Office at 360-725-6162 TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

OTHER DISCRIMINATION COMPLAINT OPTIONS

Office for Civil Rights U.S. Department of Education

206-607-1600

TDD: 1-800-877-8339

OCR.Seattle@ed.gov

www.ed.gov/ocr

Washington State Human Rights Commission

1-800-233-3247

TTY: 1-800-300-7525

www.hum.wa.gov

BULLY PREVENTION: **STOP. WALK. TALK.**

Union Ridge is committed to providing an educational setting that is safe, secure, and free from harassment and bullying for all of its students and school employees. We will not tolerate unlawful bullying and harassment of any type.

School-wide PBIS begins with the premise that all students should have access to supports to prevent the development and occurrence of problem behavior, including bullying behavior. To avoid stigmatizing any student, school-wide PBIS emphasizes what a student does and where it occurs. Instead of negatively labeling a student as a bully, victim, perpetrator, or aggressor, the emphasis is on labeling what the student does, for example, name-calling, teasing, intimidation, verbal aggression, and cyber-harassment. Bullying behavior is always described in the context or setting in which it occurs, for example, cyberspace, hallway, dance, field trip, bus, or other "setting."

From a school-wide PBIS perspective, successful prevention of bullying behavior is linked directly to teaching adults and students (a) what bullying looks like, (b) what to do before and when bullying behavior is observed, (c) how to teach others what to do, and (d) how to establish a positive and preventive environment that reduces the effectiveness of bullying behavior.

Students are taught the Stop. Walk. Talk. approach to unwanted behavior. This empowering technique teaches students how to stand up to behavior they feel is offensive or not wanted. By promoting self-advocacy and self-determination we foster a more self-reliant, responsible, and safe climate.

PARENTAL INVOLVEMENT: Parents play a key role in preventing and responding to bullying. If you know or suspect that your child is involved in bullying, there are several resources that may help on our website including school counselor contact information and a form to report an alleged incident.



The safety of our students is priority #1. We review our safety and emergency procedures annually, looking for opportunities to refine and improve practice. We strongly encourage families to familiarize themselves with the district-wide SRP (Standard Response Protocols).

A critical ingredient in the safe campus recipe is the uniform response to an incident. Weather events, fires, accidents, intruders and other threats to student and staff safety are scenarios that are planned and trained for by campus administration.

STANDARD RESPONSE PROTOCOLS ARE BASED ON THESE FOUR ACTIONS

SECURE is followed by the Directive: “Secure the Perimeter” and is the protocol used to safeguard students and staff within the building.

LOCKDOWN is followed by “Locks, Lights, Out of Sight” and is the protocol used to secure individual rooms and keep students quiet and in place.

EVACUATE is always followed by a location, and is used to move students and staff from one location to a different location in or out of the building.

SHELTER is always followed by a type and a method and is the protocol for group and self-protection.

In the event of an emergency, the action and appropriate direction will be called on the PA.

STUDENT/PARENT REUNIFICATION

Circumstances may occur at the school that require parents to pick up their students in a formalized, controlled release. The process of controlled release is called a reunification and may be necessary due to weather, a power outage, hazmat or if a crisis occurs at the school. The Standard Reunification Method is a protocol that makes this process more predictable and less chaotic for all involved.

Because a controlled release is not a typical end of school day event, a reunification may occur at a different location than the school a student attends. If this location is another school, then those students may be subject to a controlled release as well.

Notification

Parents may be notified in a number of ways. The school or district may use its broadcast phone or text message system. In some cases, students may be asked to send a text message to their parents. A reunification text message from a student may look something like this: "The school has closed, please pick me up at 3:25 at the main entrance. Bring your ID. "

Parent/Guardian Expectations

If a parent or guardian is notified that a controlled release and reunification is needed, there are some expectations that parents or guardians should be aware of. First, bring identification. That will streamline things during reunification. Second, be patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a recognized custodial parent or guardian.

What if a Parent Can't Pick-up Their Student?

When a parent can't immediately go to the reunification site, students will only be released to individuals previously identified as a student's emergency contact. Otherwise, the school will hold students until parents can pick up their student.

What if the Student Drove to School?

There may be instances where a student may not be allowed to remove a vehicle from the parking lot. In this case, parents are advised to recover the student. In some circumstances, high school students may be released on their own.

How it Works

For students, the school asks that students be orderly and quiet while waiting. Students may be asked to text a message to their parents or guardians. Students are also asked not to send other text messages either in or out of the school or reunification area. Keeping the cellular network usage at a minimum may be important during a reunification.

Reunification

For parents, there are a couple of steps. If a parent is driving to the school, greater awareness of traffic and emergency vehicles is advised. Parents should park where indicated and not abandon vehicles. Parents are asked to go to the Reunification "Check In" area and form lines based on the first letter of their student's last name.

Bring ID to Check In

From the "Check In" area parents are directed to the "Reunification" area. There, a runner will go to the Student Assembly Area to recover the student or students.

Parents should be aware that in some cases, they may be invited into the building for further information.

Interviews and Counseling

In some cases, parents may be advised that a law enforcement investigation is underway and may be advised that interviews are necessary. In extreme cases, parents may be pulled aside for emergency or medical information.

INCLEMENT WEATHER

In times of inclement weather or other emergencies, the Superintendent, in consultation with appropriate authorities, will assess the situation and determine a course of action if necessary. Information about all day closures and/or late starts will be broadcast over the local radio and tv stations beginning at approximately 6:00 am. Information about early dismissals will be broadcast as early in the day as possible.

Up-to-date information is available at www.FlashAlert.Net

IMMUNIZATIONS

State law requires a completed "Certificate of Immunization Status" form on file before attending school. Certified waivers are permitted if parents have medical, religious or personal objections, but need to be on file with the school.

Required Immunizations

5 doses of DTP or DTaP vaccine (the last dose at or after age four)

4 doses of Polio (OPV or IPV) vaccine (the last dose at or after age four)

2 doses of the MMR vaccine (first dose given on or after the 1st birthday and the 2nd booster given at least 28 days after the 1st dose)

3 doses of the Hepatitis B vaccine

2 doses of the Varicella vaccine for all students, only if students have not already had a documented case of the chickenpox disease.

1 Tdap booster (given after 11th birthday or prior to entering 6th grade)

ATTENDANCE

State law (RCW.28A 225) requires students to attend school daily, unless excused for illness, doctor's appointments or other family emergencies.

If a student is absent, you need to either call the office before 9:00AM, send an email to holly.andrews@ridgefieldsd.org, or enter an absence request in Skyward Family Access. If we don't hear from you within 3 days of your child's absence, the absence will be unexcused. 3 unexcused absences will result in a conference with the principal to enter into an attendance agreement. 7 unexcused in one month or 10 unexcused in one year will result in a truancy petition filing with Clark County.

WHEN NOT TO SEND YOUR CHILD TO SCHOOL

For the protection of everyone, students should not come to school with any of the following symptoms:

- fever
- vomiting
- diarrhea
- severe cough

Students with a known communicable disease (chicken pox, impetigo, strep throat, scarletina, scabies, ringworm, pink eye, etc.) **must have clearance from a doctor before returning to school.**

HEAD LICE: Students must be treated and free of live lice, and checked by a school health aide before returning.

DAILY SCHEDULE

Students who walk, ride bicycles or are brought to school by their parents, should arrive NO EARLIER than 8:50 AM (*9:50 AM on late start Wednesdays) and follow the SAFE SCHOOL ROUTE.

Students riding bikes or scooters to school are to enter school grounds on 8th AVE and leave school the same direction. If students arrive prior to the first warning bell, they will need to report to the gym to either assemble with their classmates or eat breakfast. Students will be excused from the gym at 9:00 (*10:00) to report to class.

8:50 AM *9:50 AM	Breakfast Available
8:50 AM *9:50 AM	Students may report to the gym
9:00 AM *10:00 AM	Warning bell
9:05 AM *10:05 AM	Class begins
11:05-1:30	Student lunches / Recesses
3:35 PM	Students dismissed
4:05 PM	End of teacher day
4:15 PM	Office closes

* indicates Wednesday late start for teacher collaboration

DRESS CODE

- Wear appropriate clothing at all times. Clothing must cover from the top of the chest (at the top of the armpit) to mid-thigh in non-see-through materials. In order to assure that clothing stays above the top of the chest, shoulder straps will be necessary.
- No clothing with questionable logos or messages
- Undergarments are not to be showing
- No hats or visors (unless medically necessary)
- No sunglasses (unless medically necessary)
- Shoes are to be worn at all times. No "Heelies"
- Flip flops and heels are strongly discouraged. Participation in P.E. and other physical activities will be prohibited if flip flops or heels are worn.

CELL PHONES + PERSONAL ELECTRONIC DEVICES

We understand many parents provide cell phones for their children, but we require cell phones to be turned off and kept in backpacks until the child leaves school property. We have phones in the office for students to use should they need to make contact with a parent during the school day. Should a student violate this school policy, the phone will be taken and placed in the office until the end of the school day.

BUS TRANSPORTATION

The Ridgefield School District belongs to the KWRL Transportation Cooperative. This cooperative serves the local school districts of: Kalama, Woodland, Ridgefield and La Center. If your student will be transported by bus, you must register them with KWRL by going to www.kwrl.org and clicking on the Transportation Portal link in the center of the page. If you have questions regarding transportation services, please contact KWRL at **(360) 841-2023**, or visit them online at <https://sites.google.com/woodlandschools.org/kwrl>.

Find **SNOW ROUTES** on our district website - ridgefieldsd.org - under Departments/Transportation.

MORNING DROP-OFF

If parents choose to park and walk students, they must drop students off at the parent drop-off area.

AFTER SCHOOL PICK-UP

Students are to leave school promptly at the end of the school day to their normal destination. The school must have written permission from a parent/legal guardian to allow the student to go to a different destination.

If parents choose to pick up students after school they may park in the parking lot and walk to basketball court on the south side of building B for their student(s). Parents may also wait in the vehicle pick-up line. Parents are not allowed to leave their vehicles when in the car pick-up line and must slowly proceed to the pick-up area moving forward or stopping as directed by designated traffic coordinators.

BREAKFAST - A GOOD START

Did you know that breakfast is the most important meal of your child's day? It provides the nutrients and energy they need to concentrate in school. Research even shows that kids who eat breakfast get better grades, pay more attention in class and behave better. Help your youngster begin their day on the right foot. Ridgefield School District offers your child a daily balance breakfast which includes fresh fruits and whole grains.

EXERCISE - IT ALL ADDS UP

Exercise doesn't have to be done all at once. Encourage your youngsters to be active throughout the day---small amounts of time will add up!

In general, school-age children should get at least an hour of physical activity each day. *Remember:* Regular exercise will not only make your child healthier—it will help kids sleep better at night and be in better shape to learn and play all day.

Chartwells Food Services provides a nutritious school lunch program that is USDA approved, meeting the NSLP (National School Lunch Program) guidelines. Students are required to eat lunch every day, either one packed from home or purchased from school. The procedures for payment of lunches are as follows:

1. The on-line payment program provides you with a fast, secure, and simple way to put money on your child's account, maintaining parental control. You may accomplish that through the Ridgefield School District website using the Skyward Family Access Link. Individual user names and passwords are available from the school office.

Students may also bring cash or checks to the office before school begins. Money is credited to the student's account. If payments need to be allocated to more than one student, you must notify the office or the food service director immediately.

2. Notices are sent home via email and/or an automated message when a student's account reaches \$3.00 and again if the balance reaches \$0 and once again when or if the student has a negative balance of \$1.00 or greater. Notices will continue to go home regarding negative balances until the balance due is paid.

3. To ensure students are provided access to nutritious meals, students that arrive on campus without a lunch will be permitted to charge a complete meal to their account. Parents are responsible for the cost of any meal charges on their student's account. The District will follow its collections process for any outstanding fines or charges on student accounts. Students with a negative balance on their account will not be permitted to charge any ala carte items (snacks, beverages, etc.), or additional (second) meals to their lunch account.

*Notices are sent home if the student has a negative balance in their account.

**For information regarding the National School Lunch Program/
School Breakfast Program visit our website or stop by the front
office.**

PLEASE JOIN THE UNION RIDGE PTO! MEMBERSHIP IS FREE!

As a Parent Teacher Organization, our primary goal is to encourage interaction between family and school. We are a non-profit organization that serves as a source of support for the teachers, staff and the community to enrich our children's educational experience. We fundraise to provide support in many ways throughout our school. With reduced state level funding, our PTO is essential in filling in the gaps to provide continued quality educational experiences for our children. Here are just a few examples of how Union Ridge PTO provides funding to our school:

- Field Trip Transportation
- Classroom Funds
- Extra Curriculum and Resources for Teachers
- Library Books
- Art and Music Enrichment
- Grade Level Grants

In addition to fundraising, we host a number of family focused events to help bring our school community closer together. We also take time to celebrate our teachers and everyone that makes Union Ridge a great school! Just some of our annual activities include: Back to School Night, the Book Fair, son and daughter events, Holiday Bazaar, Movie Nights, Spring Carnival, Teacher Appreciation Week and the End of the Year Student Showcase.

Please consider volunteering to help our PTO. Our volunteers are vital to our school. Volunteering is always on your terms, with no pressure to participate more than you are able. Even if you are not interested in volunteering your time, we encourage you to become a member and stay connected to our upcoming events.

Membership forms are available at the front office and on the school website. You can also find us on Facebook! Search for Union Ridge Elementary PTO.

VISIT

The most important aspect of parent involvement is knowing what your child is doing at school. You may call anytime for an appointment with your child's teacher. Our staff is willing to answer your questions or address any concerns you may have. Staff are available from 8:35-8:50AM (9:35-9:50AM on Wednesdays) and 3:50-4:05 PM daily. Our staff directory is located on our website.

The school year is organized into trimesters and report cards are sent home with the students at the end of each 12-week period. Parent conferences are held in early December. However, you may call for an appointment with your child's teacher or the principal anytime during the year.

Classroom visits are welcome, but must be pre-arranged with the classroom teacher. All parents and/or visitors **MUST** sign in at the front office, **show ID** and wear a visitor's badge. You must also sign out when leaving the building. Signing out is important so that all visitors can be accounted for in the event of an emergency.

Celebrations are to be kept to a minimum to decrease disruption to the learning environment. Homemade treats are **NOT** allowed. Please do not send flowers, balloons or party invitations to school for students. In lieu of sending birthday treats for your child, please consider donating a book to our library.

Due to increasing allergies and liabilities, animals are not allowed at school, unless authorized through the office.

VOLUNTEER

Volunteering at the school is a great way to get involved. Many parents chaperone field trips, support teachers as a room parent, classroom helper or assist with special events. Volunteers are to be fully present while at school. Phone calls (unless an emergency) and conducting business while volunteering is not allowed. Volunteers need to follow student dress codes and be appropriate role models.

Volunteer applications are available at the District Office and are good for 5 years. Please allow 7 days for processing.

Please remember as a volunteer it is critical to respect the privacy of students and staff. Each student with whom you work has the right to expect that nothing that happens to or about him or her will be repeated to anyone other than authorized school department employees.

PARENT + STUDENT HANDBOOK SIGN-OFF

After reading the Parent + Student Handbook on the Union Ridge Elementary website, please sign below and return this page to school with your child.

If you need a paper copy of the handbook, please let your child's teacher know so that one can be sent home with your student.

DATE: _____

I have read and understand the Union Ridge Elementary School Parent + Student Handbook 2021/2022.

STUDENT SIGNATURE: _____

PRINT NAME: _____

PARENT/GUARDIAN SIGNATURE: _____

PRINT NAME: _____

PLEASE INITIAL:

_____ It is the responsibility of the parent/guardian to provide the school with any legal documentation or court orders that apply to the student and are relevant to the child's education experience.

_____ Students may not be dropped off at school prior to 8:45 AM (*9:45).

_____ I will follow the school's arrival and dismissal procedures.

_____ If a child is absent, I will call the school before 9:00 AM (*10:00).

_____ I will follow the school's celebration rules. No homemade treats. No flowers, balloons or party invitations to minimize disruptions to the learning environment.

Thank You!

Union Ridge Elementary
www.ridgefieldsd.org/o/union-ridge-elementary





MEMORANDUM

TO: Superintendent Nathan McCann
Ridgefield School District Board of Directors

FROM: Allen Andringa

SUBJECT: RHS Student Handbook

DATE: June 24, 2021

TYPE: Action

Background:

RHS student handbook has been updated to include pertinent dates for the 2021-2022 school year, updated staff listing, updated student officer listing, corrected (errors) and/or clarification in wording where errors were found, and updated course fees as well as fees for activities and athletics (no changes in fees). (The staff portion of the handbook will continue to be updated as summer hiring occurs, but nothing else will be updated from this point forward.)

Substantive changes:

- Updated staff page (3)
- Bell schedule reflecting two lunches (5)
- Student leadership (page 5)
- A section on final exams protocol (p 10)
 - **FINAL EXAMS AND END OF YEAR EXPECTATIONS**
- Final exams will be given in all classes the last three days of the first semester and the last three days of the second semester (except for seniors, whose finals will be earlier to accommodate for graduation). Students are expected to be in attendance for finals. Students who are not able to take their final at the prescribed time will be given an opportunity to take the final at a later date (exception is for an unexcused absence). For the year-end finals, this means students will need to make arrangements to come in during summer school to take their final (typically the first two weeks after school is out). The student, teacher, and summer school teacher will coordinate the proctoring and administration of the final.
- Updated dress code (page 25) which contains new language but no real substantive difference from the former dress code.

SCHOOL ATTIRE -Dress or appearance that has the potential for causing disruption or is not appropriate for an education/work setting is not permitted. The school administration will have the final decision as to the potential for disruption at school and the requirement that the attire be changed.

The following list is not exhaustive.

ALLOWABLE DRESS & GROOMING

- Shirts and dresses must have fabric in the front and on the sides that meet pants or equivalent. Appropriate footwear is required.
- Clothing must cover undergarments (bra straps excluded).
- Midriffs must be covered.
- Fabric must cover all private parts and must not be see through.
- Shorts, skirts, and equivalent must be of adequate length.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, woodshop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

NON-ALLOWABLE DRESS & GROOMING

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
 - Clothing may not depict pornography, nudity or sexual acts.
 - Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
 - Clothing, including gang identifiers or weapons, must not threaten the health or safety of any other student or staff. If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.
- The addition of IDconnect information on page 39.

Considerations:

No other substantive changes were made to the student handbook from the 2020-2021 school-year to the 2021-2022 school year. An ad hoc committee met on May 5, 2021 to review the student discipline portion of the handbook. The only changes made to that portion of the handbook were minor word changes (adding "restorative" to "conference" on the final page of the handbook) and a few other minor word changes.

Recommendation:

It is my recommendation that the RHS Student Handbook be approved for use in the Ridgefield School District.

PRINTABLE BOOKLET FORM

Board Policy 3245

Students and Telecommunication Devices

Students in possession of telecommunications devices, including, but not limited to, pagers, beepers and cellular phones, while on school property or while attending school-sponsored or school-related activities will observe the following conditions:

- A. Telecommunication devices will be turned on and operated only before and after the regular school day and during the student's lunch break, unless an emergency situation exists that involves imminent physical danger. Exceptions may be granted if a school administrator or staff member expressly authorizes such devices;
- B. Students will not use telecommunication devices in a manner that poses a threat to academic integrity, disrupts the learning environment or violates the privacy rights of others;
- C. Students will not send, share, view or possess pictures, text messages, emails or other material depicting sexually explicit conduct, as defined in RCW 9.68A.011, in electronic or any other form on a cell phone or other electronic device, while the student is on school grounds, at school sponsored events or on school buses or vehicles provided by the district;
- D. When a school official has reasonable suspicion, based on objective and articulable facts, that a student is using a telecommunications device in a manner that violates the law or school rules, the official may confiscate the device, which will only be returned to the student's parent or legal guardian;
- E. By bringing a cell phone or other electronic devices to school or school-sponsored events, the student and their parent/guardian consent to the search of the device when school officials have a reasonable suspicion, based on objective and articulable facts, that such a search will reveal a violation of the law or school rules. The scope of the search will be limited to the violation of which the student is accused. Content or images that violate state or federal laws will be referred to law enforcement;
- F. Students are responsible for devices they bring to school. The district will not be responsible for loss, theft or destruction of devices brought onto school property or to school sponsored events;
- G. Students will comply with any additional rules developed by the school concerning the appropriate use of telecommunication or other electronic devices; and
- H. Students who violate this policy will be subject to disciplinary action, including suspension or expulsion.

Ridgefield High School Student Handbook

The logo for Ridgefield High School, featuring the letters 'RHS' in a large, bold, orange serif font with a light blue drop shadow.

Ridgefield High School
"Home of the Spudders"
2630 S. Hillhurst Road
Ridgefield, WA 98642
Telephone: (360) 619-1320
2021-2022

Step 2. School District Investigates Your Complaint - Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3. School District Responds to Your Complaint - In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly. You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI: Email: Equity@k12.wa.us | Fax: 360-664-2967 Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200 For more information, visit www.k12.wa.us/Equity/Complaints.aspx, or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us. Other Discrimination Complaint Options Office for Civil Rights, U.S. Department of Education 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr Washington State Human Rights Commission 1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

FEES AND FINES POLICY

All library materials, textbooks and other items on loan to students (athletic uniforms, Chromebooks, etc.) must be returned by the set due-date. Failure to turn in loaned-out materials will result in a fine. Fines for individuals who return materials after six months from the date the fee is assessed in Skyward will remain permanent. This procedure will allow fees to be waived for returned materials if the materials are returned within 6 months from the date at which the fees are applied in Skyward. If materials are returned after 6 months, the fee will not be waived under any circumstances.

LUNCH CHARGES

To ensure students are provided access to nutritious meals, students that arrive on campus without a lunch will be permitted to charge a complete meal to their account. Parents are responsible for the costs of any meal charges on their student's account. The District will follow its collections process for any outstanding fines or charges on student accounts. Students with a negative balance on their account will not be permitted to charge any ala carte items (snacks, beverages, etc.), or additional (second) meals to their lunch account.

Notices are sent home if the student has a negative balance in their account.

RIDGEFIELD HIGH SCHOOL STAFF

Administration

Christen Palmer, Principal
Allen Andringa, Assistant Principal
Barnaby Glover, Assistant Principal
Brynan Shipley, Athletics/Activities Director

Teaching Staff

Jaymie Adams, English/Health
Stephanie Colantino, English/ELL
Cathy Falk, English
Michelle Hamann, English/Soc Studies
Megan Lacey, English
Tyler Ochsner, English
Mike Raff, English
Brittany Rodin, English
Jill Uhacz, English
Nick Allen, Soc. Studies/Alt. Learning
George Black, Soc. Studies
Bob Ford, Soc. Studies
Angela Gardner, Soc. Studies
Aziza Mansuri, Soc. Studies/Art
Scott Rice, Soc. Studies
Chris Schwenneker, Spec. Ed Life Skills
Jamie Heim, Spec. Ed
Katie Kelly, Spec. Ed
Kathy Santiago, Spec. Ed
Wayne Yancey, Spec. Ed
Jael Thompson, Spec. Ed, Transition
Austin Biel, Math/STEM
Josh Christensen, Math
Andrew Gardner, Math
Stephanie Horn, Math
Steve Rinard, Math/STEM
Carolyn Townsend, Math
New Hire, Math
Melody Walker, Math
Kaitlyn Etter, Theater
New Hire, Band
Bob Meek, Choir
Tamara Hoodenpyl, Fine Arts
Ted Beyer, Health & Fitness
Jason Buffum, Health & Fitness
Corynn Fiechtner, Health & Fitness
Jared Hundley, Digital Arts
New Hire, Digital Arts/Yearbook
Sarah Fontyn, FACSE

Counseling

Matt Wetterau, Counselor--10
Monica DeShazer, Counselor—12
Tatsuya Kee, Counselor—9 & 11

Teaching Staff con't

Stefanie Foster, FACSE/Leadership
Andrea Reinertson, Business Mktng
Chris Shipp, CTE/Metals, Woods
David Dennett, Spanish
Rebecca Frommlet, French/English
Julie Oster, Spanish
Kara Breuer, Science/STEM
Jeff Brink, Science
Shannon Hemrich, Science/STEM
Jarod Hicks, Science
Anna McCoy, Science
Kerry Savage, Science
Katy Sheley, Science/STEM

Library Staff

Jill Guccini, Library Media
New Hire, Media Center Asst

Support Staff

Chris Petersen, Head Secretary
New Hire, Attendance Sec'try
Roz Andersen, Registrar
Suzanne Tudor, Athletic Secretary
Hillary Wheeler, ASB Secretary
New Hire, Health Assistant
Amy McKenna, Career Center
New Hire, District Nurse
Dianne Christenson, Site Nurse
Heather Hilbun, School Safety
Brooke Bray, School Psych
Renee Sanders, SLP
Carl Robinson, Prevention/Interv'tn
Sarah Bossert, OT

Para-Educators

Lenée McDaniel, Math/Alt. Learning
Kim Beebe, Connections Center
Valerie Bennett, SpEd
Mali Greenfield, SpEd
Brandie Marshall, SpEd
Christy Nord, SpEd
Nick Fouts, Auditorium Manager

CLASS SCHEDULES & DROP/ADD POLICY

It is the intent of Ridgefield High School to offer an academic schedule that not only satisfies the requirements of graduation, but also reflects the academic goals of individual students. The teaching schedule is built upon students requested academic choices. Changing a student’s schedule can have an impact on the entire student population.

Changes made prior to the start of classes (first or second semester) or within the first five days of class may be made without credit/grade consequences ***for the reasons listed below***. Changes after the first five days of class will only be granted due to extenuating reasons, require administrative approval, and will have credit/grade consequences.

Procedures for Schedule Changes.

- Schedule a meeting with your counselor.
- Parent/guardian permission may be required.
- **Counselors may make changes for one of the following reasons ONLY:**
 - The student has an empty period in his/her schedule.
 - The student was placed in a class without satisfying the appropriate pre-requisite. For example, a student is placed in Spanish II without having had Spanish I.
 - The student has a duplicate class on his/her schedule.
 - The student’s schedule had an obvious programming error.

No credit/grade consequence will occur

Credit and Grading Consequences

Changes made after the first five days of class will result in credit/grade implications. Students will receive an “F” grade posted to transcript for courses dropped unless administratively approved. If administratively approved due to improper placement or teacher recommendation, the student will receive a no credit (NC) grade and the administrator may allow for the student to earn partial credit in his/her new class.

AP Classes

Please note there are additional expectations and guidelines for students enrolled in any AP Course which are outlined in the course description/syllabus.

HONOR ROLL REQUIREMENTS

To be placed on the semester Honor Roll, a student must have a current grade point average of 3.5 to 4.0 for that semester.

GRADING SCALE			
93% - 100%	A	73% - 76.99%	C
90% - 92.99%	A-	70% - 72.99%	C-
87% - 89.99%	B+	67% - 69.99%	D+
83% - 86.99%	B	60% - 66.99%	D
80% - 82.99%	B-	00% - 59.99%	F
77% - 79.99%	C+		

NOTICE OF NONDISCRIMINATION

Ridgefield School District No.122 complies with all state and federal rules and regulations and provides equal opportunity in programs and employment and does not unlawfully discriminate on the basis of race, color, national origin/language, marital status, HIV/Hepatitis C status, sex, sexual orientation-including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability, and provides equal access to the Boy Scouts of America and other designated youth groups. Ridgefield School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services, bilingual education or inquiries regarding compliance procedures, contact Chris Griffith, Title IX/Section 504/ADA Coordinator, 2724 S. Hillhurst Road, Ridgefield, WA 98642, (360) 619-1305, or by email at chris.griffith@ridgefieldsd.org

You can report discrimination and discriminatory harassment to any school staff member or to the district’s Civil Rights Coordinator, Mr. Chris Griffith. You also have the right to file a complaint (see below). For a copy of your district’s nondiscrimination policy and procedure, contact your school or district office or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3210)

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity. Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district’s sexual harassment policy and procedure, contact the school or district office, or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3205)

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint. Before filing a complaint, you can discuss your concerns with your principal or with the school district’s Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns.

Complaint to the School District

Step 1. Write Out Your Complaint - In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

			JUNE 1 2022	JUNE 2	JUNE 3	JUNE 4
5	6	7	8	9	10	11
12	13	14	15 No late start last Wednesday of school year FINALS PERIODS 1 & 3	16 FINALS PERIODS 2 & 4	17 GRAD'TN 7:00 PM LAST DAY OF SCHOOL FINALS PERIODS 5 & 6 (out 10:45)	18
19	20	21	22	23	24	25
	SUMMER SCHOOL BEGINS	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	
26	27	28	29	30	JULY 1	2
	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	SUMMER SCHOOL SESSION ONE	LAST DAY SUMMER SCHOOL SESSION ONE	

BELL SCHEDULE

DAILY SCHEDULE (M,T,Th,F)

0 Period*	7:00 – 7:55
1 st Period	8:00 – 9:00
2 nd Period	9:05 – 10:00
3 rd Period	10:05 – 11:05
1 st LUNCH	11:05 – 11:35
4 th Period	11:40 – 12:40
4 th Period	11:10 – 12:10
2 nd LUNCH	12:10 – 12:40
5 th Period	12:45 – 1:40
6 th Period	1:45 – 2:45

TWO HOUR LATE START

0 Period*	None
1 st Period	10:00 – 10:35
2 nd Period	10:40 – 11:20
3 rd Period	11:25 – 12:00
1 st LUNCH	12:00 – 12:30
4 th Period	12:35 – 1:15
4 th Period	12:05 – 12:45
2 nd LUNCH	12:45 – 1:15
5 th Period	1:20 – 2:00
6 th Period	2:05 – 2:45

WEDNESDAY – One Hr Late Start

0 Period*	8:00 – 8:55
1 st Period	9:00 – 9:45
2 nd Period	9:50 – 10:40
3 rd Period	10:45 – 11:35
1 st LUNCH	11:35 – 12:05
4 th Period	12:10 – 1:00
4 th Period	11:40 – 12:30
2 nd LUNCH	12:30 – 1:00
5 th Period	1:05 – 1:55
6 th Period	2:00 – 2:45

EARLY RELEASE SCHEDULE

0 Period*	7:00 – 7:55
1 st Period	8:00 – 8:35
2 nd Period	8:40 – 9:10
3 rd Period	9:15 – 9:45
4 th Period	9:50 – 10:20
5 th Period	10:25 – 11:55
6 th Period	11:00 – 11:30

LAST DAY SCHEDULE

Finals period 5	8:00 – 9:20
Finals period 6	9:25 – 10:45

*Zero period is only scheduled for those students taking a class before the regular period one start to the school day.

GRADING SCHEDULE FOR 2020-2021

FIRST SEMESTER

August 31, 2021 – January 27, 2022

SECOND SEMESTER

January 31, 2022 – June 17, 2022

For the most current progress of your student's grades, please view the grade book in Family Access.

STUDENT LEADERSHIP

Associated Student Body

Morgan Harter—President
Makenna Branaugh—Vice President
Kaydree Sosky—Secretary
Jacob Bell—Treasurer
Bethany Spinden—Spirit Commissioner
Ali Lindsay—Communication Director
Dillon Kirksey—Technology Commissioner

Junior Class Council con't.

Natalie Andrew—Class Council
Reese Gentemann—Class Council
Carter Ferber—Class Council

Sophomore Class Council

Elle Michaud—Class Council
Elizabeth Peery--Class Council
Natalie Scott—Class Council
Layla Melville—Class Council
Illy Ikonomou--Class Council

Senior Class Council

Paytn Barnette—Class Speaker
Emily Vossenkuhl—Class Council
Sierra Stern—Class Council
Cruz Combs—Class Council

Freshmen Class Council

Tula Gervais—Class Council
Jack Radosevich--Class Council
Natalie Evans-Conlon—Class Council
Zoe Hill—Class Council
Medea Rusu—Class Council

Junior Class Council

Grace Gama—Class Council
Joanna Spinden--Class Council

<u>Ridgefield Athletics</u>		
FALL	WINTER	SPRING
Girls' Soccer Cross Country Football Volleyball Boys' Golf Boys' Tennis	Boys' Basketball Girls' Basketball Wrestling Girls' Gymnastics Girls' Bowling	Boys' Baseball Girls' Fast Pitch Softball Girls' Golf Boys' Soccer Girls' Tennis Track and Field

<u>Ridgefield High School Activities and Clubs*</u>		
Cheerleading (activity fee) International Thespian Society (\$30) Speech and Debate (activity fee) HOSA* World Language Club*	Knowledge Bowl (activity fee) Equestrian Team (activity fee) National Honor Society (\$10) Mock Trial (activity fee) Skills USA* DECA* ^Robotics fee \$25 Fall/\$50 winter season	Photo Club* GSA* Art Club*
*Some clubs charge a fee for dues. Discounts available for qualifying students. This list is not exhaustive of all clubs at RHS. For the full list, see the "Clubs & Activities" list on the RHS website under the "For Students" tab. These are the activities that may have fees associated with them.		

Required Paperwork for Athletics and Activities

You will ONLY be allowed to participate in practice or games if you have completed the online registration process which includes:

WIAA A current physical, completed by your doctor, is required. Physicals are valid for two years.

Code of Conduct.

Medical Emergency Authorization Form

Fees – See list of fees on subsequent pages.

Proof of Insurance

Safety Guidelines

Concussion Information Sheet

Running Start

Home School

Alternative Ed.

Concussion/Cardiac Arrest Information Sheet

Athletic Turnout Dates:

Fall: Football August 18, 2021/ All others August 23, 2021

Winter: Bowling Nov. 1, Gymnastics Nov. 8,

Basketball & Wrestling Nov. 15

Spring: Feb 28, 2022

Grades/Eligibility

In order to maintain athletic eligibility during the current semester, the student shall maintain passing grades in all 6 classes in a 6-period class schedule.

Running start course equivalent: 2 – 5 credit Quarter courses = 2 HS credits

2 – 3 credit Semester courses = 2 HS credits

Spring grades count towards eligibility for the following fall at the high school.




May 1 2022	May 2	May 3	May 4	May 5	May 6	May 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				
	NO SCHOOL MEM'L DAY					

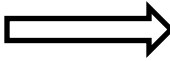
Ridgefield Athletics/Activities/Clubs Policy

Students will need to secure the following in order to participate in:

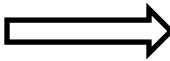
	Athletics	Activities	Clubs
Purchase ASB Card	Yes	Yes	Yes
User Fee (District)	Yes	Yes	No
Eligible for Letter	Yes	Yes	No
Sign Code of Conduct	Yes	Yes	No

Events that Qualify

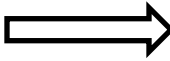
	Athletics*	Activities*	Clubs
Students participating in after school activities must be in school all day of the activity and in all classes to be able to participate in the activity. (Dr. dentist, court—with notes from provider--or religious observance [parental note] or school activity are all allowable absences to still participate in after-school activity.) The Athletic Code of Conduct has further information on athletics. Costs: ASB Card User Fee (District)	Football Cross Country Golf Tennis Soccer Volleyball Wrestling Basketball Baseball Softball Track Gymnastics Bowling 	Cheerleading Knowledge Bowl Speech & Debate Mock Trial Robotics Equestrian^ ^(Not eligible for travel—no user fee) *Must sign Code of Conduct 	For clubs to be eligible for additional ASB funds, all members must have an ASB card. 
	\$35* \$75*	\$35* \$50*	\$35* \$0



Paying the User Fee—District will incur the cost of travel and officials (when applicable).



This will create equity between activities, and holds all students to the same expectations.



This policy defines athletic and activity parameters.

*Discounted fees available for qualifying students.

					APRIL 1 2022	APRIL 2
3	4	5	6	7	8	9
	NO SCHOOL SPRING BREAK	NO SCHOOL SPRING BREAK	NO SCHOOL SPRING BREAK	NO SCHOOL SPRING BREAK	NO SCHOOL SPRING BREAK	NO SCHOOL SPRING BREAK
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	NO SCHOOL TEACHER IN-SERVICE DAY					

FEES*

- A.S.B. Card.....35.00*
 - Free admission into all home athletic events (league); discounted admission into all away athletic events (league); \$5.00 discount on yearbook; \$3.00 discount into plays/musicals and dances
- Yearbook: \$60.00--\$65.00
 - Sept. 1-Dec. 31--\$60;
 - Jan. 1 – Feb. 28--\$65 yearbook orders are placed on March 1— there is no guarantee that yearbooks will be available for purchase after the order has been placed--after March 1--\$65 (if available)
- Horn rental.....\$50.00*
- Athletic User Fee Per Sport.....\$75.00*
- Activities User Fee* (Refer to page 7) Per Activity.....\$50.00*
- National Honor Society.....\$10.00*
- Education**
- Advanced Placement (coincide w/College Board cost).....\$95.00*
- All **Cooking** Classes.....\$25.00*
- All **Art** Classes.....\$20.00*
- Graphic Design/Digital Photography.....\$20.00*
- Metals and Wood Tech.....\$30.00*

*Discounted fees available for qualifying students

INCLEMENT WEATHER CLOSURE/LIMITED OPERATIONS

If the need arises for the school(s) to be closed, start late, or end early due to inclement weather or other emergency, the word will be put out over the local radio and TV stations. School closure and length of closures are determined by the School District Superintendent. Word about all day closures and/or late starts will be broadcast beginning at approximately 6:00 a.m. Word about early dismissals will be broadcast as early in the day as possible.

Updated information is posted on-line at <https://www.flashalert.net/id/RidgefieldSD>.

STUDENT LEARNING EXPECTATIONS

As a student at Ridgefield, you are expected strive for excellence, to develop and improve your individual capabilities and potential, and to be accountable for their education. In addition, you are expected to accept and increase your share of the responsibility for learning as you develop, maintaining a positive attitude for a lifetime of learning and helping to generate a positive learning environment. This can best be accomplished when you:

- Complete all homework and class work assignments on time and actively participate in classroom activities.
- Set aside a regular time and place for homework, study, and reading improvement.
- Set challenging goals and work to reach them.
- Arrive in class, on time, and aim for perfect attendance.
- Listen to, and carry out, directions in class.
- Support and contribute to the classroom and campus behaviors that create an atmosphere for learning.
- Encourage and help others to learn, contribute to a good learning atmosphere
- Treat yourself and others with dignity and respect.

		MARCH 1 2022	MARCH 2	MARCH 3	MARCH 4	MARCH 5
					NO SCHOOL TEACHER IN-SERVICE DAY	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
				½ DAY FOR SENIOR BOARDS	NO SCHOOL	
20	21	22	23	24	25	26
27	28	29	30	31		

JAN 30	JAN 31 2022	FEB 1	FEB 2	FEB 3	FEB 4	FEB 5
	SECOND SEMESTER BEGINS					
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
	NO SCHOOL PRE'S DAY					
27	28					

RIGHTS AND RESPONSIBILITIES FOR STUDENTS

Student responsibilities – students have the responsibility to:

- Pursue their required course of studies.
- Attend school daily and be on time to class, communicating with appropriate school personnel when attendance is not possible.
- Be aware of and comply with all rules governing student behavior.
- Abide by school rules.
- Express their ideas in a respectful manner so as not to libel or slander others.
- Dress in a manner which is respectful of others and is appropriate in a school setting.
- Conduct themselves in a manner that will not disrupt their education nor disrupt or deprive others of their education.
- Respect the rights of others and exercise self-discipline.
- Follow established procedures in seeking change to policies, rules or regulations which affect them and with which they disagree.
- Identify themselves, upon request, to any school district personnel or authorities in the school building, on school grounds, at school sponsored events or on school buses.
- Comply with reasonable requests of District employees while in the performance of their duties.
- Keep personal property/valuables secure. Students are discouraged from bringing large sums of money or other valuables to school.

Student rights – no student shall be unlawfully denied an equal educational/extra-curricular opportunity or be unlawfully discriminated against because of national origin, race, religion, economic status, gender, pregnancy, marital status, previous arrest, previous incarceration or physical, mental or sensory disability. Subject to reasonable limitations upon the time, place and manner of exercising such rights, and the recognized needs of the educational process, students shall have the right to:

- Expect the maintenance of high educational standards in the district.
- Physical safety and protection of personal property.
- Safe buildings and sanitary facilities.
- Consult with teachers, counselors and administrators and other school personnel
- Free election of their peers in student government and to seek and hold office subject to the provisions of A.S.B. constitutions.
- Be instructed on rules and regulations as related to the rights and corresponding responsibilities.
- Be involved in school activities provided they meet the reasonable qualifications of the sponsoring organizations.
- Expression and assembly consistent with the maintenance of an orderly and efficient educational process and the limitations imposed by law governing obscenity, libel, and slander.
- Freedom of speech and press, peaceably assemble, petition the government and its representatives for a redress of grievances, the free exercise of religion, and have their schools free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising such rights.
- Expect fair and just treatment from school authorities and freedom from maltreatment, inequitable, emotional and physical abuse.

- Be secure in their persons, papers and effects against unreasonable searches and seizures.
- A relevant education consistent with the stated district goals.
- Know the requirements of the course of study and to know on what basis grades will be determined.
- Be free from unlawful interference in their pursuit of an education while in the custody of the school.
- Citizenship as delineated in the United States Constitution and its amendments.
- Not be deprived of the right to an equal educational opportunity in whole or in part by the school district without due process of law.

The enumeration of these rights shall not be construed to deny or disparage other rights set forth in the constitution and the laws of the state of Washington or the rights retained by the people.

FINAL EXAMS AND END OF YEAR EXPECTATIONS

Final exams will be given in all classes the last three days of the first semester and the last three days of the second semester (except for seniors, whose finals will be earlier to accommodate for graduation). Students are expected to be in attendance for finals. Students who are not able to take their final at the prescribed time will be given an opportunity to take the final at a later date (exception is for an unexcused absence). For the year-end finals, this means students will need to make arrangements to come in during summer school to take their final (typically the first two weeks after school is out). The student, teacher, and summer school teacher will coordinate the proctoring and administration of the final.

GENERAL RULES AND REGULATIONS

The school is a community, and the rules and regulations of a school are the laws of the community. All those enjoying the rights of citizenship in the school community must also accept the responsibilities of citizenship. A basic responsibility of citizens is to respect the laws of the community and comply with its rules and regulations (RCW28A.600.040). The list of rules is not exhaustive, and general practices and expectations in a public-school setting will be our overarching guide.

1.5 ALL RULES APPLY TO STUDENTS:

- 1.5 On the school grounds or within reasonable proximity to school grounds during and immediately before or immediately after school hours.
- 1.2 On the school grounds at any other time when the school is being used by a school group.
- 1.3 Off the school grounds, on school buses, at a school activity, function, or event.
- 1.4 Off the school grounds when the prohibited behavior is a consequence of or directly related to causes or events which occurred or originated on school grounds.
- 1.5 Whenever the misconduct has a real and substantial relationship to the lawful maintenance and operation of the school district, including the health and safety of the students and employees, and what is conducive to the process of learning.

						JAN 1 2022
JAN 2	JAN 3	JAN 4	JAN 5	JAN 6	JAN 7	JAN 8
	NO SCHOOL TEACHER IN- SERVICE DAY					
9	10	11	12	13	14	15
16	17	18	19	20	21	22
	NO SCHOOL MLK DAY					
23	24	25	26	27	28	29
		SEMESTER FINALS	SEMESTER FINALS	SEMESTER FINALS	NO SCHOOL TEACHER IN- SERVICE DAY	

			DEC 1 2021	DEC 2	DEC 3	DEC 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	
26	27	28	29	30	31	
	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	NO SCHOOL WINTER BREAK	

2.20 RIDING SCHOOL BUSES - Students shall observe all appropriate school rules while riding buses. These rules will be distributed each fall to those students who are bus riders, and copies of the rules are also available in each school office.

1. Students shall obey the directions of the bus drivers.
2. Students shall ride their regularly assigned bus at all times, unless permission has been granted by school authorities to do otherwise.
3. No student shall be permitted to leave the bus, except at the regular stop, unless permission has been granted by school authorities.
4. Each student may be assigned a seat in which they will be seated at all times, unless permission to change is given by the bus driver.
5. Students shall: (1) sit properly in their seat, (2) not throw anything on the bus, (3) keep their hands to themselves, (4) be courteous to other passengers (5) not talk loud or make other noises.
6. Students are to assist in keeping the bus clean by keeping their waste paper and other trash off the floor. Eating on the school bus is not allowed without the permission of the driver.
7. No student shall smoke, light matches or lighters, or use any type of flame, sparking or exploding device on the school bus.
8. Students shall not have in their possession any alcoholic beverage, marijuana, narcotics, stimulant drugs, or drug paraphernalia or any over the counter drug that is used outside of the normal and customary guidelines for that drug.
9. Electronic games or trading cards or other collectibles that cause a disruption may be confiscated.
10. Windows shall not be opened without the permission of the driver. No student shall at any time extend any body part out of the windows whether the school bus is in motion or standing still. Students must not throw anything out the windows.
11. Students must see that they have nothing in their possession that may cause injury to themselves or another, such as sticks, breakable containers, balloons, straps, or pins extending from their clothing. Also, no animal, reptile, fish or fowl is permitted on the bus, except seeing-eye dogs.
12. All firearms, pellet guns, bb guns, dart guns or any device that discharges a projectile are not allowed. Likewise, knives, clubs, throwing stars, num-chucks, and any item commonly considered to be a weapon are banned. Even ordinarily approved items, such as textbooks or backpacks, may not be used in a manner that is likely to be injurious or disruptive.
13. Aerosol devices may not be discharged on the bus.
14. Skateboards, folding scooters and bikes are not to be brought on the bus unless secured in a bag.
15. Bullying or harassment is not allowed and students are subject to additional penalties and provisions of school district policies.
16. School projects that cannot be placed in a backpack or safely secured may not be transported on the bus. Music instruments are allowed but must be placed safely in the same seat compartment as the student owner.
17. All items or behaviors that are banned or not approved at school are also disallowed on the bus.

18. Each student must see that their books and personal belongings are kept out of the aisle. Special permission must be granted by school authorities to transport large items.
 19. Students should not talk to the driver more than is necessary and avoid shouts, screams, whistles, burps and other noises that would distract a driver. Students shall refrain from using vulgar or obscene language or gestures.
 20. No student shall sit in the driver's seat, nor shall any student be to the immediate left or right of the driver while the bus is in motion.
 21. Students shall remain seated while the bus is in motion and shall not get on or off until the bus has come to a full stop.
 22. Students shall leave the bus in an orderly manner. They must not cross the highway without verifying that it is safe to proceed and until given consent by the driver. When boarding or leaving the bus, students must be in view of the driver at all times. Students shall cross the highway only in front of the school bus and never behind it.
 23. Students must arrive at the bus stop on time, (5 minutes before bus arrives), and must not stand or play on the roadway while waiting for the bus to arrive.
 24. Self-discipline should be exercised by the students at the bus-loading area. Students will refrain from pushing and shoving other passengers, or engaging in other unsafe activities.
 25. Students who have to walk some distance along the highway to the bus-loading zone must walk, where practicable, on the left-hand side facing the oncoming traffic. This will also apply to students leaving the bus-loading zone in the evening.
 26. Students are not to run errands between the bus stops and home. (For example, students running behind a bus to cross a busy street to get mail create an extremely dangerous situation.)
 27. In the event of an actual emergency, students must follow emergency exit procedures as established by emergency exit drills which are discussed and practiced each year.
 28. The school district will be reimbursed by parents or the student for damage to school buses resulting from student misconduct.
 29. Failure to abide by these rules may result in the loss of bus riding privileges.
 30. Parents are reminded that cars and other motor vehicles must stop for school buses loading and unloading children when the bus's stop sign is out and the bus's red lights are flashing. Please help us by reporting violators and by talking to your student about why it is important for all of us to practice safe driving techniques...especially when children are present.
- Consequences:
- a. School discipline
 - b. Denial of bus privileges



OCT 31 2021	NOV 1	NOV 2	NOV 3	NOV 4	NOV 5	NOV 6
7	8	9	10	11	12	13
				NO SCHOOL VET'S DAY		
14	15	16	17	18	19	20
21	22	23	24	25	26	27
			NO SCHOOL TH'GIVNG BREAK	NO SCHOOL TH'GIVNG BREAK	NO SCHOOL TH'GIVNG BREAK	
28	29	30				

					OCT 1 2021	OCT 2
3	4	5	6	7	8	9
					NO SCHOOL TEACHER IN-SERVICE DAY	
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

RIDGEFIELD HIGH SCHOOL ACADEMIC INTEGRITY POLICY

PHILOSOPHY

The desire of the Ridgefield High School community is to behave with honesty and integrity. Honesty is a value that holds each person to tell the truth and to defend the truth. Honesty supports intellectual growth and creates a fair learning environment. Integrity is firm adherence to our values with or without the presence of others. In an environment of honesty and integrity the work we turn in as our own is our own. Teachers and administrators at RHS understand that pressure to get good grades can sometimes create the incentive to cheat. However, we firmly believe that cheating denies the value of education, damages the ethical character of the individual student, and undermines the integrity of our school community. The Academic Integrity Policy affirms that we value learning for its own sake, and that we therefore demand personal integrity and intellectual honesty in all academic work.

DEFINITION

Having academic integrity means valuing and demonstrating positive regard for:

- Intellectual honesty
- Personal truthfulness
- Learning for its own sake
- The creations and opinions of others (i.e. intellectual property)

You are acting with academic integrity to the extent that you demonstrate these values, and in particular:

- Take full credit for your own work, and give full credit to others who have helped you or influenced you, or whose work you have incorporated into your own.
- Represent your own work honestly and accurately.
- Collaborate with other students only as specifically directed and authorized.
- Report breaches of academic integrity to a teacher, counselor, or administrator.

What is cheating?

Cheating is defined as seeking to obtain (or aiding another to obtain) credit or improved scores through the use of any unauthorized or deceptive means.

Some examples of what cheating looks like:

Presenting information collected, organized, or envisioned by someone else as your own (with or without the author's permission) or allowing someone else to present your work as his or her own. Taking shortcuts (such as unauthorized use of study aids) to bypass steps of an assignment. Using forbidden material to "help" during an exam, such as cheat sheets, calculators, or phones. Asking about or sharing questions and/or answers to quizzes and exams. Submitting the same work for more than one assignment without teacher(s) permission. Altering corrections or scores with the intent of changing your grade. Misrepresenting yourself in any way to your teachers in regard to the work you have done, such as saying you've turned in an assignment when you did not, or that you've worked hours longer than you actually did to complete an assignment. Fabricating information to try to earn more time, more credit, or grading leniency on an assignment, project, or exam. Missing class in order to avoid turning in an assignment or taking a test.

TEACHER, STUDENT, PARENT, AND ADMINISTRATOR RESPONSIBILITIES

Students' Responsibilities

- Read and know the school's Academic Integrity Policy.
- In addition to observing the RHS Academic Integrity Policy, observe all course-specific rules and consequences established by your teachers.
- Report to the teacher if cheating is taking place and how it is being done.
- Do not copy homework or let someone else copy your homework.
- Do not use study aids (such as SparkNotes) as an alternative to completing an assignment.
- Only work with others when the teacher has specifically given permission.

- Seek only appropriate help from parents, tutors, or other students; check with the teacher prior to receiving the help to know what help and assistance is appropriate.
- If collaboration has not been specified as permissible, the assignment must be your individual honest effort.
- Take responsibility for doing your fair share on a collaborative assignment.
- On papers, do not summarize, paraphrase or quote without proper documentation
- During tests and quizzes, keep your paper covered and your eyes on your own paper.
- When in doubt, clarify with the teacher what aids may be used
- Do not talk during a test except to teacher.
- Do not discuss any aspect of the test until the teacher has returned it or given permission to discuss it.

Teacher Responsibilities

- Be precise about expectations for students by clearly stating the Academic Integrity Policy, orally and in writing.
- Communicate the range of consequences for Academic Integrity violations to the students.
- Address the use of study aids (e.g., SparkNotes, tutors, etc.) in course work.
- Clearly specify when collaboration with other students is permitted on an assignment.
- Review student work regularly for violations of the Academic Integrity Policy.
- Report violations of the Academic Integrity Policy regarding your own class assignments to an administrator.
- Report violations of the Academic Integrity Policy regarding another teacher’s class assignments to that teacher.
- Tell students when they are allowed to discuss a test after it has been given.

Parent Responsibilities

- Read and know the school’s Academic Integrity Policy.
- Help the student understand you value academic integrity and expect the student to comply with the school’s Academic Integrity Policy.
- Support the imposition of consequences if the Academic Integrity Policy is violated.
- Require students to do their own work.
- When helping students with assignments, ensure that their work remains their own.

Administrator Responsibilities

- Make available to all students, teachers and parents a copy of the school’s Academic Integrity Policy.
- Facilitate ongoing conversations and reflection about the Academic Integrity Policy.
- Administer fair and consistent consequences for offenses of the Academic Integrity Policy.
- Maintain records of Academic Integrity Policy offenses.
- Reference: Ridgefield High School Student Handbook

PROCEDURES AND CONSEQUENCES

First Offense

1. The teacher writes a referral to the administration for academic dishonesty.
2. After an investigation by the teacher and/or the administrator (if needed), a contact with the parent and student will occur.
3. The student, who committed plagiarism/cheating will receive a zero on the assignment, and all connecting assignments. That means all possible credit may be lost on any quizzes, papers, tests, discussion and participation points, as well as any speeches or presentations in that unit. Any make-up work, retakes, or extra credit is not allowed to recover points lost due to plagiarism.
4. Committing plagiarism/cheating should be noted that losing points may influence academic eligibility. The student may be removed from any class, club, and/or ASB office position depending upon rules that are in force.

Continued Offenses: The plagiarist will lose all credit for the class, and must withdraw and re-enroll at a later date. The earliest that the class can be retaken is the following semester

AUG 29 2021	AUG 30	AUG 31 2021	SEPT 1	SEPT 2	SEPT 3	SEPT 4
		FIRST DAY OF SCHOOL	NO LATE START FIRST AND LAST WED OF SCHOOL YEAR			
SEPT 5	6	7	8	9	10	11
	NO SCHOOL LABOR DAY					
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DANCES – All guests must be enrolled and actively attending a high school. **All guests must bring photo identification to the dance or they will not be admitted.** An RHS student must accompany each guest and only one guest is allowed for the RHS student. In order for a student to be allowed into a dance, the visitor authorization form (even if the guest is 18) must be filled out completely prior to the dance, tickets will not be refunded.

Dancing must adhere to the RHS dance policy. An acceptable degree of closeness is accepted and if it exceeds that degree removal from the dance as well as disciplinary action may occur. Disciplinary action for any removal from a school dance will also include suspension from all future dances.

FOR HOMECOMING, TOLO & PROM - Guests may be graduated from high school, but they must be below the age of 21, a visitor authorization form will still be required. All other rules will apply as stated above. Guests in grades lower than 9th or under the age of 14 (unless enrolled in high school). Students are allowed only one guest, and that guest must be the date of the RHS student.

CLOSED CAMPUS LUNCH – RHS operates a closed campus during lunch time. Students are to stay within school boundaries unless properly checking out of the office. Above leaving campus, students are not to be in clearly unsupervised areas (i.e. behind the barn, in the stadium, soccer fields, soccer concession, behind the metal shop, lower parking lot, etc.)

ACADEMIC INTEGRITY – Refer to Ridgefield High School Academic Integrity Policy (attached—pp 13 & 14)

CLASSROOM DISRUPTIONS - Birthday greetings, appointment reminders, last night's homework, lunch, flowers, balloons, gifts, etc. are considered a disturbance to instruction and will not be delivered to classrooms. Such deliveries will be held at the main desk where they may be obtained during lunch break or before/after school.

CELL PHONE POLICY—Teachers have varying reasons to allow or not allow the use of cell phones during class time. Teachers have the latitude to set their own classroom policy for cell phone use. Many teachers follow the policy outlined below.

First offense: Cell phone is taken from student and brought to the office. Student is able to retrieve the cell phone at the end of the day by coming to the office, calling his/her parent, gaining parental permission over the phone to return the phone and signing for the phone.

Second offense: Cell phone is taken from student and brought to the office. The phone will be returned to the parent/guardian at the parent/guardian's convenience.

Third offense: Cell phone is taken from student and brought to the office. The phone will be returned to the parent/guardian only after a parent/student/administrator conference.

Fourth offense: Cell phone is taken from student and brought to the office. The phone will be returned to the parent/guardian at the parent/guardian's convenience. Student is administered a one-day out of school suspension.

Subsequent offense: More serious disciplinary consequences will be administered.

Definitions of Offenses—This is not an exhaustive list

1. **Arson** - The intentional setting of fire.
2. **Assault (physical)** - A student shall not physically attack another person causing or threatening physical injury.
3. **Knife/Dagger/Other Weapons** - Refer to definition 4, as defined by RCW
4. **Handgun/Rifle** - A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon or instrument that may create a danger to self or others, or cause a disruption of the learning environment.

In accordance with RCW 9.41.270-280, it is unlawful for a person to carry onto public or private, elementary or secondary school premises, school-provided transportation, or areas of facilities while being used exclusively by public or private schools:

- a. Any firearm; or
- b. Any dangerous weapon as defined in RCW 9.41.250; such as, but not limited to, slung shot, sand club, metal knuckles, or spring blade knife; or
- c. Any device commonly known as "non-chu-ka sticks," consisting of two or more lengths of wood, metal plastic or similar substance connected with wire, rope, or other means; or
- d. Any device commonly known as "throwing stars," which are multi-pointed, metal objects designed to embed upon impact from any aspect; or
- e. Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile
- f. Any look-a-like weapon
- g. Any knife, dagger, sword, or other cutting or stabbing instrument, or
- h. Ammunition or explosive devices; or
- i. Any object used in a manner to resemble a dangerous weapon

Any violation of the above subsections by students constitutes grounds for expulsion from the state's public schools in accordance with RCW 28A.600.010. However, any violation of subsection (a) of this section by a secondary school student shall result in expulsion for not more than one year under WAC 392-400-275 and the superintendent of the school district may modify the expulsion of a student on a case by case basis (RCW 28A.600.420). An appropriate school authority shall promptly notify law enforcement and the student's parents or guardian regarding any allegation or indication of such violation.

5. **Extortion** – obtaining money or property by violence or threat of violence or forcing someone to do something against one's will.
6. **Harassment (sexual, bullying, intimidation, electronic)** - Harassment, including, but not limited to, the intimidation of another student or a staff member or any other malicious act intended to substantially harm the physical or mental health of the person(s) threatened. This also includes racial comments, slurs, statements (written or verbal)

Additionally Ridgefield High School adheres to Washington State Harassment, Intimidation, and Bullying Bill defined by:

RCW 28A.300.285 defines harassment, intimidation and bullying as any intentionally written message or image—including those that are electronically transmitted—verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

- Physically harms a student or damages the student’s property.
- Has the effect of substantially interfering with a student’s education.
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

Bullying is repeated negative behavior toward a less powerful person or persons. Hitting, name-calling, shunning, and shaming are all forms of bullying. Spreading rumors, gossiping and making threats are also forms of bullying. This includes cyber bullying.

7. Cheating/Plagiarism/Forgery – see policy described under Academic Integrity Policy

8. Theft - A student shall not steal school property or personal property. Nor shall a student be in possession of stolen school property or stolen personal property.

9. Disruptive Dress - see policy described under School Attire. Students are to observe modesty, appropriateness, neatness, and cleanliness in clothing and personal appearance. Students may express individuality in their dress and grooming, within reasonable bounds. Students are not appropriately dressed or groomed if their appearance causes a disruptive influence either to themselves or to others while in the pursuit of the educational process, or if their appearance presents a health or safety problem.

10. Disruptive Behavior – Students should not engage in willful disobedience or disruptive conduct which materially or substantially interferes with the educational process. This includes causing an incident which affects the school attendance of other

Consequences:

- a. Temporary loss of parking privileges and/or w/ Discipline
- b. Permanent loss of parking privileges w/ Discipline
- c. Short-term suspension
- d. Long-term suspension

Students driving to school MUST show proof of valid driver’s license and current insurance, must keep insurance on the vehicle driven and keep licenses current, and assume risk parking on school property.

MONDAY SCHOOL – Monday School is up to a three hour detention that is held after school. Students who are assigned Monday School will be given a designated amount of time. Failure to serve this time may result in suspension.

DETENTION – Detention may be assigned by administrators and teachers. When students are given detention by a teacher they are to serve the assigned time with that teacher.

SCHOOL ATTIRE -Dress or appearance that has the potential for causing disruption or is not appropriate for an education/work setting is not permitted. The school administration will have the final decision as to the potential for disruption at school and the requirement that the attire be changed.

The following list is not exhaustive.

ALLOWABLE DRESS & GROOMING

- Shirts and dresses must have fabric in the front and on the sides that meet pants or equivalent. Appropriate footwear is required.
- Clothing must cover undergarments (bra straps excluded).
- Midriffs must be covered.
- Fabric must cover all private parts and must not be see through.
- Shorts, skirts, and equivalent must be of adequate length.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, woodshop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

NON-ALLOWABLE DRESS & GROOMING

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
- Clothing may not depict pornography, nudity or sexual acts.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing, including gang identifiers or weapons, must not threaten the health or safety of any other student or staff. If the student’s attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

EVENTS AND ACTIVITIES – During events students are to stay at the building, athletic fields, or grounds during dances, games, or any school activity. If a student does leave the event/activity re-admission may be denied. Furthermore, violating school policy afterschool during such events may affect the students regular day.

PARKING LOT –

As stated in Board Policy students are not to occupy their vehicles during school hours (including lunch), without permission from the office. Furthermore, this is extended to all students in the parking areas.

CLOSED CAMPUS - Students shall remain on school grounds from scheduled time of arrival to departure, unless officially excused or dismissed. Students are not to remain at school after the normal dismissal time unless they are participating in a scheduled activity, or under teacher or school supervision.

OUT OF DISTRICT STUDENTS - Transfer students (boundary exceptions) accepted in the Ridgefield School District may be withdrawn for violating the rules listed in this policy. Student assessments may be required, at the parent’s expense, as a condition for entrance into the Ridgefield Schools.

ELECTRONIC DEVICES - Students are permitted to bring electronic devices including but not limited to Personal Computing Units (PCU). Students are personally responsible for electronic devices brought to school. Students accessing the District Bring Your Own Device (BYOD) Network must agree and adhere to Board Policy and Procedure 2022. Loss or theft of such items brought to school may not be investigated by school personnel.

NETWORK/INTERNET POLICY – The district network and internet is to be used for educational purposes ONLY. The building will operate in alignment with Board Policy and Procedure 2022. Searches that are not appropriate, attempts to bypass internet filters or network security, cyber bullying, violating copyright, and attempting to damage the network or computers may result in loss of internet, and/or network privileges and further discipline, up to but not limited to, suspension.

USE OF MOTOR VEHICLES - Students may drive vehicles to high school only if they follow these regulations:

- a. Students shall not be permitted to bring motor vehicles to school without the permission of the administration
- b. **All students parking their vehicles on school property must register their vehicle with the school office.**
- c. Vehicles must be parked at all times in designated places. Failure to comply with parking regulations may result in loss of parking privileges.
- d. Vehicles should not be entered during the school day without the permission of the administration.
- e. Vehicles must not leave the school parking lot during the school day without the driver receiving permission from the administration.
- f. Students driving vehicles to school must comply with all provisions governing the use of motor vehicles for the State of Washington.
- g. Vehicle speed on school property shall not exceed 10 MPH

students. Students should be discouraged to use noise, coercion, threat, bullying, intimidation, disrespectful action (including gestures), passive resistance, gang activity including hand signals or any other conduct intentionally cause the substantial and material disruption or obstruction of any lawful mission, process, or function of the school.

Students shall engage in such a conduct that does not cause substantial and material disruption, or obstruction of any lawful mission, process, or function of the school, if such a disruption or obstruction is reasonably certain to result.

Students should urge other students not to engage in such conduct for the purpose of causing the substantial and material disruption nor obstruction of any lawful mission, process, or function of the school if such a disruption or obstruction is reasonably certain to result from his urging.

11. Defiance- Refusal to comply with reasonable instruction of school authority, including refusal to identify oneself.

11A. Internet Abuse – Any attempt to view inappropriate sites, information, or any violation to the network policy which includes but is not limited to attempting to bypass security filters set by the school district (i.e. proxies, and loop around searches) or **any use for any reason other than school** assignments is forbidden resulting discipline and loss of privileges.

12. Immoral Conduct – Conduct which is willfully, flagrantly, or shamelessly which shows a moral indifference to the opinions of the good and respectable members of the staff, students, and community.

13. Fighting – A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to any person.

14. Fight Promotion--Students shall not promote fighting by encouraging or watching/spectating **or by recording in any fashion.**

15. Use/Possession/Sale/Deliver Alcohol

16. Possession/Use/Sale/Deliver of Controlled Substance

17. Sale/Deliver Drugs

18. Possession Drug Paraphernalia

The school official in charge will immediately remove the pupil suspected of possession, selling, or being under the influence of drugs or alcohol on school property from contact with other pupils. Every attempt will be made to contact the parents or legal guardian. Law enforcement officers may be notified.

If the school official in charge cannot contact the parents or legal guardian, said official will take whatever action is deemed necessary in the interest and welfare of the pupil, e.g., calling the physician listed by the parents or calling 911. If law enforcement officers are notified, then an attempt will be made to notify the parents or legal guardian so that they might be present at the law enforcement interview or might give their permission for an interview without their presence.

If the school official suspects the use, sale, or have hard evidence to support that suspicion, the school official may contact the parents of the pupil relative to that suspicion. Law enforcement officers may be notified.

18. Use/Possession Tobacco/e-cigarettes – Students are not permitted to use or possess nicotine, tobacco or tobacco “look-alikes” in any form at any time in the school building, or on the school grounds. This applies to all school sponsored activities on or off the school campus as well as during the regular school day. Violation of this rule constitutes a serious offense and immediate disciplinary action will be taken. The sanctions (p. 20-21) will be applied to anyone who violates this rule or serves who serves as a “look out” or in any other way abets the use of tobacco on or about the school grounds.

Confiscated items that are not allowed on campus will not be returned. Selling of contraband is also not allowed on school property.

19. Vulgarity/Profanity – Racial, ethnic or religious slurs and profane, vulgar or lewd language is not allowed.

20. Verbal Abuse

21. Vandalism School Property - Students who damage school district or student-owned property shall be responsible for their actions. Parents or guardians shall be liable for damages and will pay restitution.

22. Truancy/Unexcused absences - Students shall be punctual and regular in attendance and are expected to be in class on time.

23. Criminal Act – As defined by the law.

24. Mind-Altering Substances—Substances not generally thought of as drugs, but intended to alter one’s normal state of being are not allowed and will be treated as drugs.

25. Interference by force or violence with district staff member, student, or any other person - Neither shall a student singly or in concert with others, interfere by force or violence with any administrator, teacher, classified employee, person under contract with the school or school district, or student of any common school who is in peaceful discharge or conduct of his or her duties or studies.

26. Repeat Violations/Aggravating Factor - Students who consistently violate various school policies, rules and regulations will be subject to suspension regardless of seriousness of the violation.

27. Intimidation/Threats to Staff – No student will be allowed to intimidate or threaten staff members in any fashion. This includes use of social media to disparage in any way any member of the RSD staff.

28. Pornography in any form is not allowed, including electronic form.

DISCIPLINE CLAUSE – Students who violate school rules may be assigned consequences that would be in alignment with the discipline matrix which may result in additional assignments (papers, projects, etc.) and/or loss of privileges (Dances, Parking, etc.). The discipline outlined in this handbook is not exhaustive.

CHECKING IN AND OUT OF THE FRONT OFFICE – Any student arriving to school late (after 10 minutes) or who is leaving school before the designated end time for the day must check out of the office.

PROGRESSIVE DISCIPLINE – Under Washington Administrative Code all school discipline must be progressive in nature.

GANG ACTIVITY - A student may be suspended or expelled if the student is a member of a gang and knowingly engages in gang activity on school grounds or at a school related activity on or off school grounds. “Gang” means a group which: (a) Consists of three or more persons; (b) has identifiable leadership; and on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

SEXUAL MISCONDUCT - Any exploitive act with or to another student including, but not limited to the following:

- Handling or touching the clothing of others to cause an exposure;
- Sexual intercourse as defined in RCW 9A.44.010;
- Indecent exposure as defined in RCW 9A.88.010;
- Sexual contact, i.e., intentional touching of the sexual or other intimate parts of a student;

MATERIALS PUBLICATION AND DISTRIBUTION - Students are entitled to express in writing their personal opinions. The distribution of such material shall not interfere with or disrupt the educational process. Such written expressions must be signed by the authors.

- a. Students who edit, publish, or distribute hand-written printed or duplicated matter among their fellow students within the schools must assume responsibility for the content of such publication.
- b. Libel, obscenity, lewdness, vulgarity, profanity and personal attacks are prohibited in all publications.
- c. All publications intended to be distributed on school property must be submitted first to the building principal for approval and regulation regarding time, place and manner.
- d. Commercial solicitation will not be allowed on school property at any time unless authorized by the building principal.

SPEECH AND ASSEMBLY - Students are encouraged to verbally express their personal opinions in such a manner and at such times as does not disrupt or interfere with the educational process or with the freedom of others to express themselves. The use of obscenities, lewdness, vulgarity, profanity or personal attacks is prohibited. All student meetings on school property may function only as scheduled and regulated by school authorities.

CAMPUS DELIVERIES

No deliveries to students are allowed to the RHS campus, including grub-hub, Uber-eats, floral deliveries etc.

Leaving at Lunch

Ridgefield High School is a closed campus. Students are to stay on campus during lunch. Leaving at lunch will be considered a defiance of school authority or truancy.

Absences and Athletics/Activities

As stated in the code of conduct, all athletes/activity participants must be present to **ALL** of their classes. The only absences that will be excused are medical appointments, court appointments, religious observances, or administrative release; documentation is required for participation in after school athletics/activities for these absences. All other absences to any class will result ineligibility for that day.

Examples of Various Absences

Excused	Pre-Arranged Absence*
<ul style="list-style-type: none"> • Illness • Health condition • Medical/Dental appointment • Family emergency • Bereavement • Religious observance • Disciplinary actions that remove students from the school setting • School Related Activities (note not required) • Court Appointments • All of the absences allowed by OSPI during COVID-19 virtual instruction 	<ul style="list-style-type: none"> • School Activity • Driver's Education • Any Appointment not listed under "Excused" • Family Activity • Church Activity • Family Trips • College Visits <p><small>*Pre-arranged absences should be submitted as early as possible and no later than two weeks prior to the absence whenever possible. Students will not be excused from specific classes if the teacher does not recommend the absence. Work provided for students on the pre-arranged absence form is expected to be completed during the absence and turned in to the teacher upon return to school.</small></p>

Unexcused
<ul style="list-style-type: none"> • Oversleeping • Excessive (3 or more) missing the bus, your ride, or car trouble • Hair, nail or tanning appointments, coffee stops, etc. • Leaving and/or remaining out of class or an activity without teacher permission • Leaving school without checking out in the office • Using a hall pass and not returning promptly • Failure to attend scheduled assemblies or lunch during the school day

***Note: It is the right and responsibility of Ridgefield High School to ultimately determine whether to excuse an absence or not.**

Homework for Absent Students

An absent student's homework will be provided upon request, but will not be available until 24 hours after the request. Staff is not able to provide student work at a moment's notice. Students with excused absences have the right to the number of days absent to complete missed assignments, unless provided on pre-arranged absence forms (due upon return), as long as it does not give them more days than attending students. Students who have acquired unexcused absences may not have the opportunity to make up the assignment. -22-

29. Violation of Driving/Parking Regulations - Students may drive vehicles to high school only if they follow these regulations:

- Students shall not be permitted to bring motor vehicles to school without the permission of the administration.
- All students parking their vehicles on school property must register their vehicle with the school and comply with the registration rules.
- Middle school students are not permitted to drive vehicles to school.
- Vehicles must be parked at all times in designated student parking areas. Failure to comply with parking regulations may result in impounding of vehicle involved, discipline, and/or loss of parking privileges on RSD property.
- Vehicles should not be entered during the school day without permission of the school administration.
- Vehicles must not leave the school parking lot during the school day without the driver receiving permission of the administration office
- Students driving vehicles to school must comply with all provisions governing the use of motor vehicles for the State of Washington.
- Vehicle speed on school property shall not exceed 10 MPH.

School Procedures

ATTENDANCE- Students shall be punctual and regular in attendance and are expected to be in class on time. If a student will be absent, he/she should return to school with a note submitted to the attendance secretary. Parents may also log-on to their skyward account and utilize the absence section found in the website or phone the school.

Within three days of an absence, students must clear their absence in the office with a note from the parent/guardian or confirming the online request, or a phone call to 360-619-1328. Failure to clear the absence within three days from the date of absence may result in appropriate discipline and the absence will be marked unexcused.

Excused Absence Procedure

- Have your parents write a note, call, or clear on Skyward within 72 hours (3 days).
- Students should verify parent/guardian online requests to verify the absence is excused in the office.
- If a student has been absent for three days due to illness, the school office may ask for a physician's note to verify the illness.
- Once the absence is excused remember to gather the assignments that you missed during the absence.
- Due to inability to authentic, text messages are not allowed to excuse absences.

Unexcused/Truancy

Students shall be expected to be in school each day unless excused by their parent/guardian or by a school official. Students who violate this expectation without the knowledge of parents/guardians or school officials will be considered **truant/unexcused**.

Pre-Arranged Absence

If an absence is expected, a pre-arranged absence form is required. These forms can be obtained in the office and must be signed by all of the student's teachers. Forms should be filled out as soon as possible and no later than two weeks ahead of time. Teachers will be able to provide a recommendation as to whether or not the absence should occur. *Work provided on the pre-arranged form is due on the return date to school.*

Tardiness—Students should be to class on time. Excessive tardiness to class will result in Monday School. Tardiness more than 10 minutes is considered an absence. -19-

RIDGEFIELD HIGH SCHOOL

Guidelines for applying school sanctions

OFFENSE

*Educational or treatment programs/interventions may be offered in lieu of a portion of a suspension or expulsion

	Restorative Conference	Conference (Teacher/Parent)	Conference (Principal/Parent)	Detention/School Service	Discipline/Loss of Activities	Suspension (1-10 Days)	Suspension (11-20 Days)	Suspension (21+ Days)	Expulsion (up to one calendar yr)
1. Arson									
2. Assault (physical)									
3A. Knife/dangerous items or incident									
3B. Other weapons incident as defined by RCW 9.41.250 and 9.41.280									
4A. Handgun Incident									
4B. Rifle Incident									
5. Extortion									
6A. Harassment/Racism/Prejudice									
6B. Sexual Harassment of Student									
6C. Bullying/Intimidation of Student									
6D. Aggravating Factor: Misuse of computer									
7. Theft									
8. Academic Dishonesty/Forgery									
9. Disruptive Dress									
10. Disruptive Behavior including PDA									
10A. Tardiness									
10B. Aggravating Factor: Gang/Gang-related activity									
11. Defiance of School Authority (includes failure to properly identify oneself)									
11A. Internet Abuse									
11B. Off-campus violation									
12. Immoral Conduct									
13. Fighting/ including fight promotion, aiding, recording, spectating									
*14. Use/Possession of drugs and/or alcohol									
*15. Possession/Use/Sale/Delivery of Controlled Substance other than alcohol (includes prescription and over-the-counter medication)									
*16. Sale/Delivery of Drugs or Alcohol									
*17. Possession of Drug Paraphernalia									
18. Use/Possession of Tobacco, nicotine, e-cigarettes (including partials), and look-alikes									
19. Vulgarity/Profanity									
20. Verbal Abuse									
21. Vandalism to School Property or of other's property									
22. Truancy/Unexcused absences									
23. Criminal Acts as defined by law									
24. Interference by force or violence with any staff member, student, or any other person									
25. Violation of driving/parking regulations									
26. Aggravating Factor: Repeated violations									
27. Intimidation/Threats									



MEMORANDUM

TO: Superintendent Nathan McCann
Ridgefield School District Board of Directors

FROM: Jill Neyenhouse, Principal
South Ridge Elementary School

SUBJECT: South Ridge Elementary School Student Handbook 2021-22

DATE: June 25, 2021

TYPE: Action

Background: South Ridge Elementary School's student handbook has been updated for the 2021-2022 school year. There are no significant changes from last year's handbook, just minor, procedural adjustments to reflect little changes.

Recommendation:

It is my recommendation that the 2021-22 SRES Student Handbook be approved for use in the Ridgefield School District.

SOUTH RIDGE ELEMENTARY

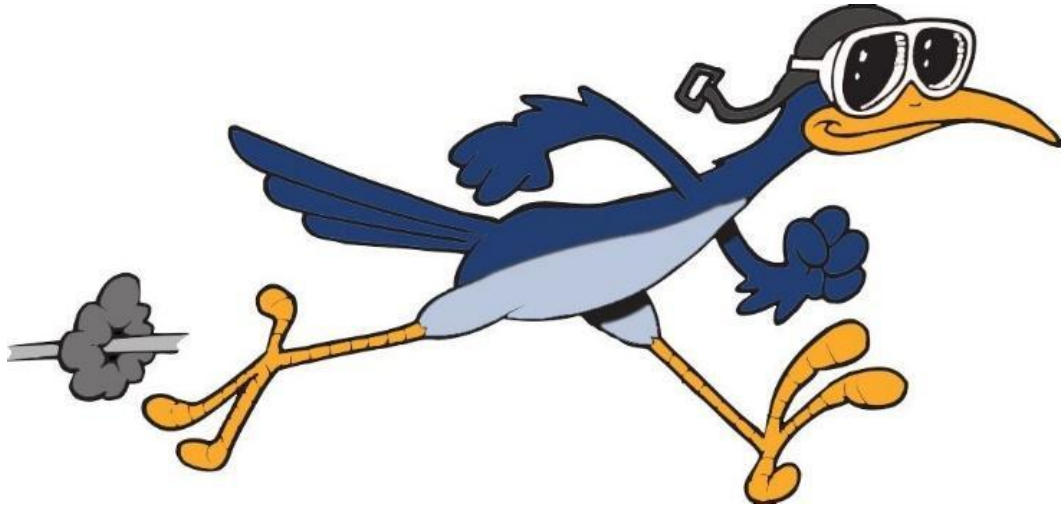
PARENT + STUDENT HANDBOOK
2021/2022

ROADRUNNERS



Respectful, Responsible, Resilient

Unlimited Possibilities for Every Student



502 N.W 199th St, Ridgefield, WA 98642

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WELCOME



HOME OF THE ROADRUNNERS!

As the city of Ridgefield grows, so does our strength as a community and our educational opportunities for our students. South Ridge Elementary is a wonderful combination of talented staff, and volunteers. We work together to ensure each student reaches his or her highest potential. We approach each situation with the district-wide mindset of *pursuing premier*.

As a parent, you are critical to the success of your child. Research shows that the biggest and most important factor in a student's school success is the involvement of the parent/guardian in daily school experiences. We urge you to be involved by reading with your child daily, joining our PTO, attending school meetings and conferences, and talking with your child about his or her school experiences. We will communicate with you throughout the school year through a variety of communication vehicles, but please do not hesitate to contact us at any time. In addition to the information provided here in this handbook, our staff directory and a growing wealth of information is available on our website.

As the Principal of South Ridge, I am proud to be a part of a community committed to meeting the needs of every child and ensuring all children feel valued and capable of achieving great things!

We look forward to working together as a team - student, teacher, staff, and parents. Together, we will ensure the success of our students and open up *unlimited possibilities!*

Thank you,

Jill Neyenhouse,
Principal South Ridge Elementary School

ROADRUNNER BEHAVIOR – 3 R's

(Positive Behavioral Interventions and Supports program - PBIS)

GOAL: To create a social-culture in our school that will encourage positive behaviors and interactions, while discouraging problem behaviors. This social-culture will lead to a safe environment where students achieve academically and build positive relationships with each other and with adults. The foundation of the approach emphasizes teaching students the behaviors we expect to see, reminding them to use those behaviors, acknowledging them when they do, and correcting them when they do not.

PBIS DEFINED: PBIS is an approach to supporting students to be successful in schools. PBIS developed from research in the fields of behavior theory and effective instruction. PBIS supports all students through intervention ranging from a school-wide system to a system for developing individualized plans for specific students. School-wide PBIS focuses on the development and implementation of pro-active procedures and practices to prevent problem behavior for all students and improve school climate.

SCHOOL-WIDE RULES:



Having a few, simple, positively stated rules facilitates the teaching of behavioral expectations across school settings. By focusing on three expectations, our message can be clear, consistent, and memorable for students. Expect that all school staff will be active participants in the school-wide programming.

PARENTAL INVOLVEMENT: Teaching a behavior that schools expect to see works best when there is consistency across home and school settings. When a child exhibits challenging behavior at school, a strong partnership between the school and family is important. Family involvement is a key feature when developing positive behavior support plans for students with special needs. School-wide positive behavioral interventions and support is a school-wide approach to helping all children learn to self-manage behaviors. However, parent involvement is important in all aspects of PBIS. When parents are involved, outcomes for children are better

A Three Tiered Approach

As a school community, we are responsible for teaching both academic and social behavior skills. We will teach all of our students how to be safe, responsible members of the community in every setting. We will reinforce these behaviors through a system of positive reinforcement.

Tier One - teaching and reinforcement of expected behaviors will be enough support for 80-90% of our students.

Tier Two - designed for the 5-10% of our students who may need further teaching and individualized supports.

Tier Three - designed for the 1-5% of our students who continue to display behaviors of concern despite Tier two interventions.

Addressing Problem Behaviors

In order to address problem behaviors, we will change the way we look at behavior. Behavior is not good or bad. We understand repeated problem behaviors serve a purpose for the student. Problem behaviors provide attention or an escape from uncomfortable, difficult, or even boring situations.

Misbehavior is a form of communication. Our job is to use professional judgement to hypothesize the purpose, or function, of behavior and how it meets a need for the student. We then work to find an alternate way to meet that need in a safe and respectful way.

Parents of children with behavior challenges are important in a system of school-wide positive behavior interventions and supports because they already know punishment does not teach skills. Parents already know what individual strategies may work with their own child. Parents are important contributors in developing school-wide PBIS in their child's school, because parents have a great deal at stake – the lives and futures of their children. By becoming involved, parents can have a vital role in improving school climate, safety, and instructional time. Most important, parents can have a role in helping their child to develop the positive behavior skills that are the foundations for a successful future.

ROADRUNNERS Behavior – 3 R's

Behavior Management Process

We are committed to preventing inappropriate behavior before it occurs by intentionally teaching and reinforcing expected behaviors.

Tier I – Minor Behaviors: Behaviors handled in the classroom using intervention strategies and teachable moments including a verbal reminder, re-teaching, positive reinforcement (four positive reinforcements for every correction), and redirecting.

Tier II – Minor Behaviors: The students taught AND re-taught the expectation AND has received positive reinforcement to promote the expected behavior however, the student continues to present escalating behavior and is not responding to interventions.

When a teacher determines a student's behavior requires documentation, the following will take place:

- Fill out a Referral form and check the box for Minor Behavior.
- Student completes a Reflection sheet (in the classroom or a buddy classroom)
- Teacher reviews Reflection sheet with student
- Teacher contacts parent/guardian
- Teacher turns the completed Referral form into the office at the end of each day.
- If a student receives three Referrals for Minor Behaviors in a month-long period, the teacher will follow the procedures for a Major Behavior and the Assistant Principal/Principal will take action.

Tier III – Major Behaviors: The teacher has followed through with Minor Referral forms, reflection sheets, teacher conference and parent contact, yet the student chooses to continue behavior that is not consistent with the 3 R's and/or the student exhibits Level 3 behavior which requires mandatory office referral.

When a student exhibits a Major Behavior, the following will take place:

- Fill out a Referral form and check the box for Major Behavior.
- The referrals are then sent to the office and the Principal will take action. If the Principal is not available, the counselor will handle the situation until an administrator is available.

Area	Respect	Responsible	Resilient
In All Areas of the School	<ul style="list-style-type: none"> -Use kind words and actions -Follow adult directions -Offer to help others -Respect individual differences 	<ul style="list-style-type: none"> -Accept consequences for your actions - Offer to help others 	<ul style="list-style-type: none"> -Always have a calm body and be aware of your surroundings -Use positive self-talk
Before and After School	<ul style="list-style-type: none"> -Follow adult directions -Use kind words 	<ul style="list-style-type: none"> -Stay in assigned areas -Use indoor voices -Keep area clean 	<ul style="list-style-type: none"> -Report directly to class when the bell rings -Go directly to bus or home after school
Cafeteria	<ul style="list-style-type: none"> -Use an appropriate voice level -Welcome others -Sit with feet on the floor and body facing the table 	<ul style="list-style-type: none"> -Clean up area and follow recycling procedures -Keep all food to self 	<ul style="list-style-type: none"> -Stay seated until you are dismissed -Continue cleaning by checking floor and surrounding area
Hallways and Stairs	<ul style="list-style-type: none"> -Use quiet voice -Pass quickly (head straight to your classroom) -Keep the area Clean -Always keep hands, and feet, and objects to self 	<ul style="list-style-type: none"> -Walk on the right hand side -Allow others to pass -Slowly open doors carefully with hands -Keep moving -Headphones and/or ear buds out of sight 	<ul style="list-style-type: none"> -Forgive accidental contact -Be patient with crowds
Learning Areas	<ul style="list-style-type: none"> -Raise your hand and wait to be called on -Comments and questions should be related to class discussion -Use quiet voices -Wait to be dismissed -Keep hands and feet to self -Track the speaker 	<ul style="list-style-type: none"> -Walk into rooms one at a time -Stay in your seat unless instructed otherwise -Keep all chair legs on the floor -Keep hands and feet to self -Clean up learning area -Follow adult directions 	<ul style="list-style-type: none"> -Always do your best -Show continuous effort -Practice determination through difficulties -Be an active learner
Office	<ul style="list-style-type: none"> -Hands, feet, and objects to self -Wait in line until called to the counter -Voices off while waiting and transitioning through the office -Always use kind words 	<ul style="list-style-type: none"> -Always have a hall pass -Leave all materials that belong in the office in the office 	<ul style="list-style-type: none"> -When talking to an adult, have a calm body and calm voice -Show privacy towards others being helped in the office by waiting your turn -Computer screens are only to be viewed by office staff
Playground	<ul style="list-style-type: none"> -Follow adult directions -Include everyone in games -Share and take turns -Voices off in line -Use polite language and 	<ul style="list-style-type: none"> -Accept consequences for your actions -Always walk to and from play area -Use equipment as intended 	<ul style="list-style-type: none"> -Play games according to posted rules -Win or lose, be a team player

respectful tone of voice

-Keep hands, feet, and objects to self
-Be aware of your surroundings
-Remain in appropriate play areas

Area	Respect	Responsible	Resilient
Restroom	<ul style="list-style-type: none"> -Leave the restroom clean (walls, floors, sinks, etc.) -Put trash in the garbage -Quickly return to class -Respect the privacy of others around you 	<ul style="list-style-type: none"> -Always use a hall pass during class time -Use toilet paper and paper towels as intended -Keep feet on the floor -Keep water in the sink -Flush toilet after use 	<ul style="list-style-type: none"> -Wash hands with soap and water -Voices off in the bathroom -Return to class promptly with a pass -Tell an adult if supplies in the bathroom are out, or if the bathroom needs to be cleaned
Special Events and Assemblies	<ul style="list-style-type: none"> -Wait for arrival and dismissal signal -Leave belongings in your classroom -Walk to and from gym quietly -Eyes on performer or speaker -Applaud at appropriate times 	<ul style="list-style-type: none"> -Leave electronics in the classroom -Sit on bottom -Follow adult directions -Walk carefully up and down the bleachers -Walk facing forward with your hands at your side -Use bathroom before or after assembly 	<ul style="list-style-type: none"> -Enter and exit quietly -Sit in designated areas -Focus and think about the presentation -Enter and exit one row at a time
Technology	<ul style="list-style-type: none"> -Only positive interaction with other students -Handle devices with care -Be a good digital citizen 	<ul style="list-style-type: none"> -Stay on approved sites -Only school related work -Food or drink should be placed far away from all technology -Keep passwords and other personal information to yourself 	<ul style="list-style-type: none"> -Report uncomfortable/inappropriate content -Be creative and persistent in technology issues

VALUING DIVERSITY

Ridgefield School District values the diverse ethnic heritage of the students we serve and believes that in order to be prepared for today's global society and workforce, students must be able to understand, appreciate,

VALUING
DIVERSITY

work with and learn from people with cultures and backgrounds different from their own.

We understand educating our children requires a partnership. Students need support at home and from the community to succeed in school and life. Each student is unique and learning styles are different. We believe the diversity of our school community, which in simplest terms means the ways in which people are different, enhances the district's ability to implement our goals.

Education involves acknowledging, valuing what is comfortable and known, as well as leading students to an understanding, and appreciation of what is new and different. Encountering different perspectives, ideas, ways of thinking, and understanding is an essential part of this process. Through their experience with such differences, students develop the ability to think critically, to make informed judgments, to imagine, to understand, and to grow. Helping students understand their connection to the world and to each other will enable them not only to achieve their highest potential, but also to serve as strong and effective leaders. This principle is at the heart of our mission to foster unlimited possibilities.

Respect for diversity mirrors South Ridge's commitment to character education. It is the school's goal that all students, school families, faculty and staff feel welcome, valued, and respected at South Ridge. The values that anchor our SUCCESS BOUND program—respectful, responsible and resilient — also characterize our attitude toward the diversity in our school community.

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity.

Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or

The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, Chris Griffith. You also have the right to file a complaint (see complaint options).

For a copy of our district's sexual harassment policy and procedure, contact your school or district office, or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3205).

COMPLAINT OPTIONS: DISCRIMINATION + SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, Chris Griffith. This is often the fastest way to resolve your concerns.

COMPLAINT TO THE SCHOOL DISTRICT

Step 1. Write Out Your Complaint

In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2: School District Investigates Your Complaint

Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3: School District Responds to Your Complaint

In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

APPEAL TO THE SCHOOL DISTRICT

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

COMPLAINT TO OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly.

You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI:

Email: Equity@k12.wa.us

Fax: 360-664-2967

Mail: PO Box 47200, Olympia, WA 98504-7200

Hand deliver 600 Washington St. S.E., Olympia, WA 98504-7200

For more information, visit www.k12.wa.us/Equity/Complaints.aspx or contact OSPI's Equity and Civil Rights Office at 360-725-6162 TTY: 360-664-3631 or by e-mail at equity@k12.wa.us.

OTHER DISCRIMINATION COMPLAINT OPTIONS

Office for Civil Rights

U.S. Department of Education

206-607-1600

TDD: 1-800-877-8339

OCR.Seattle@ed.gov

www.ed.gov/ocr

Washington State Human Rights Commission

1-800-233-3247

TTY:
1-800-300-7525
www.hum.wa.gov

BULLY PREVENTION: **STOP. WALK. TALK.**

South Ridge is committed to providing an educational setting that is safe, secure, and free from harassment and bullying for all of its students and school employees. We will not tolerate unlawful bullying and harassment of any type.

School-wide PBIS begins with the premise that all students should have access to supports to prevent the development and occurrence of problem behavior, including bullying behavior. To avoid stigmatizing any student, school-wide PBIS emphasizes what a student does and where it occurs. Instead of negatively labeling a student as a bully, victim, perpetrator, or aggressor, the emphasis is on labeling what the student does, for example, name-calling, teasing, intimidation, verbal aggression, and cyber-harassment. Bullying behavior is always described in the context or setting in which it occurs, for example, cyberspace, hallway, dance, field trip, bus, or other "setting."

From a school-wide PBIS perspective, successful prevention of bullying behavior is linked directly to teaching adults and students (a) what bullying looks like, (b) what to do before and when bullying behavior is observed, (c) how to teach others what to do, and (d) how to establish a positive and preventive environment that reduces the effectiveness of bullying behavior.

Students are taught the Stop. Walk. Talk. approach to unwanted behavior. This empowering technique teaches students how to stand up to behavior they feel is offensive or not wanted. By promoting self-advocacy and self-determination we foster a more self-reliant, responsible, and safe climate.

PARENTAL INVOLVEMENT: Parents play a key role in preventing and responding to bullying. If you know or suspect that your child is involved in bullying, several resources may help on our website including school counselor contact information and a form to report an alleged incident.

The safety of our students is priority #1. We review our safety and emergency procedures annually, looking for opportunities to refine and improve practice. We strongly encourage families to familiarize themselves with the district-wide SRP (Standard Response Protocols).

A critical ingredient in the safe campus recipe is the uniform response to an incident. Weather events, fires, accidents, intruders and other threats to student and staff safety are scenarios that are planned and trained for by campus administration.

STANDARD RESPONSE PROTOCOLS ARE BASED ON THESE FOUR ACTIONS

LOCKOUT is followed by the Directive: “Secure the Perimeter” and is the protocol used to safeguard students and staff within the building.

LOCKDOWN is followed by “Locks, Lights, Out of Sight” and is the protocol used to secure individual rooms and keep students quiet and in place.

EVACUATE is always followed by a location, and is used to move students and staff from one location to a different location in or out of the building.

SHELTER is always followed by a type and a method and is the protocol for group and self-protection.

In the event of an emergency, the action and appropriate direction will be called on the PA.

STUDENT/PARENT REUNIFICATION

Circumstances may occur at the school that require parents to pick up their students in a formalized, controlled release. The process of controlled release is called a reunification and may be necessary due to weather, a power outage, hazmat or if a crisis occurs at the school. The Standard Reunification Method is a protocol that makes this process more predictable and less chaotic for all involved.

Because a controlled release is not a typical end of school day event, a reunification may occur at a different location than the school a student attends. If this location is another school, then those students may be subject to a controlled release as well.

Notification

Parents may be notified in a number of ways. The school or district may use its broadcast phone or text message system. In some cases, students may be asked to send a text message to their parents. A reunification text message from a student may look something like this: "The school has closed, please pick me up at 3:25 at the main entrance. Bring your ID. "

Parent/Guardian Expectations

If a parent or guardian is notified that a controlled release and reunification is needed, there are some expectations that parents or guardians should be aware of. First, bring identification. That will streamline things during reunification. Second, be patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a recognized custodial parent or guardian.

What if a Parent Can't Pick-up Their Student?

When a parent cannot immediately go to the reunification site, students will only be released to individuals previously identified as a student's emergency contact. Otherwise, the school will hold students until parents can pick up their student.

How it Works

The school asks that students be orderly and quiet while waiting. Students may be asked to text a message to their parents or guardians. Students are also asked not to send other text messages either in or out of the school or reunification area. Keeping the cellular network usage at a minimum may be important during a reunification.

Reunification Cards

For parents, there are a couple of steps. If a parent is driving to the school, greater awareness of traffic and emergency vehicles is advised. Parents should park where indicated and not abandon vehicles. Parents are asked to go to the Reunification "Check In" area and form lines based on the first letter of their student's last name. While in line, parents are asked to fill out a reunification card. This card is perforated and will be separated during the process. Some of the same information is repeated

complete all parts of the card.

In the case of multiple students being reunified, a separate card for each student needs to be completed.

Bring ID to Check In

During check in, identification and custody rights are confirmed. The card is separated and the bottom half given back to the parent.

From the "Check In" area parents are directed to the "Reunification" area. There, a runner will take the bottom half of the card and take it to the Student Assembly Area to recover the student or students.

Parents should be aware that in some cases, they may be invited into the building for further information.

Interviews and Counseling

In some cases, parents may be advised that a law enforcement investigation is underway and may be advised that interviews are necessary. In extreme cases, parents may be pulled aside for emergency or medical information.

INCLEMENT WEATHER

In times of inclement weather or other emergencies, the Superintendent, in consultation with appropriate authorities, will assess the situation and determine a course of action if necessary. Information about all day closures and/or late starts will be broadcast over the local radio and t.v. stations beginning at approximately 6:00 am. Information about early dismissals will be broadcast as early in the day as possible.

Up-to-date information is available at **www.FlashAlert.Net**

HEALTH + ATTENDANCE

State law requires a completed "Certificate of Immunization Status" form on file before attending school. Certified waivers are permitted if parents have medical, religious or personal objections, but need to be on file with the school.

Required Immunizations

5 doses of DTP or DTaP vaccine (the last dose at or after age four)

4 doses of Polio (OPV or IPV) vaccine (the last dose at or after age four)

2 doses of the MMR vaccine (first dose given on or after the 1st birthday and the 2nd booster given at least 28 days after the 1st dose)

3 doses of the Hepatitis B vaccine

2 doses of the Varicella vaccine for all students, only if students have not already had a documented case of the chickenpox disease.

1 Tdap booster (given after 11th birthday or prior to entering 6th grade)

ATTENDANCE

State law (RCW.28A 225) requires students to attend school daily, unless excused for illness, doctor's appointments or other family emergencies. All absences longer than one day must be excused in advance with the principal, by filling out a Long-term/Pre-arranged Absence form available at the front office or on the school website. Illness absences of 3 days or more, require a doctor's note upon return to school.

If a student is absent, you need to either call the office before 8:45am, send an email to kathy.groat@ridgefieldsd.org or send a note when your child returns to school. If we do not hear from you within 3 days of your child's absence, the absence will be unexcused. 2 unexcused absences will result in a meeting with your student's teacher to discuss attendance/academic concerns. 5 unexcused absences will result in a meeting with the principal to enter into an attendance agreement. Once you have received the unexcused absence letter, the status of the absence cannot be changed.

WHEN NOT TO SEND YOUR CHILD TO SCHOOL

For the protection of everyone, students should not come to school with any of the following symptoms:

- fever
- vomiting
- severe cough
- earache
- sore throat

Students with a known communicable disease (chicken pox, impetigo, strep throat, scarlatina, scabies, ringworm, pink eye, etc.) **must have clearance from a doctor before returning to school.**

HEAD LICE: Students must be treated and free of live lice.

DAILY SCHEDULE

Students who walk, ride bicycles or are brought to school by their parents, should arrive **NO EARLIER** than 8:45 AM (*9:45 AM on late start Wednesdays).

If students arrive prior to the first warning bell, they will need to report to the gym to assemble either with their classmates or the cafeteria to eat breakfast. Students will be excused from the gym at 9:00 AM (*10:00 AM) to report to class.

8:45 AM	*9:45 AM	Breakfast Available
8:35 AM	*9:35 AM	Teachers arrive at school
9:00 AM	*10:00 AM	Warning bell
9:05 AM	*10:05 AM	Class begins
11:35-12:15 & 12:20-1:00		K/1 & 2-4 Student lunches/Recesses
3:35 PM		Students dismissed
4:05 PM		End of teacher day
4:00 PM		Office closes

* indicates Wednesday late start for teacher collaboration

DRESS CODE

- Wear appropriate clothing at all times
- No clothing with inappropriate or questionable logos or messages
- Shoes are to be worn at all times. No "Heelies"
- Flip-flops are strongly discouraged. Participation in P.E. and other physical activities will be prohibited if flip-flops are worn.

CELL PHONES + PERSONAL ELECTRONIC DEVICES

We understand many parents provide cell phones for their children, but we require cell phones to be turned off and kept in backpacks until the child leaves school property. We have phones in the office for students to use should they need to make contact with a parent during the school day. Should a student violate this school policy, the phone will be taken and placed in the office until the end of the school day. Students are not allowed to use the school phone to make afterschool social plans; such plans need to be made at home and a permission note sent to school with the child.

Students who walk, ride bicycles or are brought to school by their parents, should arrive **NO EARLIER** than 8:45 AM (*9:45 AM on Wednesdays) and follow the **SAFE SCHOOL ROUTE**. If students arrive prior to the first warning bell, they will need to report to the gym to either assemble with their classmates or eat breakfast in the cafeteria. Students will be excused from the gym at 9:00 AM (*10:00 AM) to report to class.

TRANSPORTATION CHANGES

Parents must inform the school in writing as to what their plan is for transportation home on a normal day. If there are any last-minute changes, please call the office by 2:30 p.m. Students must have written permission from a parent or guardian to stay after school or ride home with someone else. This can be done via email if necessary if the email is coming from the email address listed on Skyward.

BUS TRANSPORTATION

The Ridgefield School District belongs to the KWRL Transportation Cooperative. This cooperative serves the local school districts of: Kalama, Woodland, Ridgefield and La Center. If you have questions regarding transportation services, please contact KWRL at **(360) 841-2023**, or visit them online at kwrl.org.

Find **SNOW ROUTES** on our district website - ridgefieldsd.org - under Departments/Transportation.

MORNING DROP-OFF

If parents choose to park and walk students, they must drop students off at the front door.

AFTER SCHOOL PICK-UP

Students are to leave school promptly at the end of the school day to their normal destination. The school must have written permission from a parent/legal guardian to allow the student to go to a different destination.

If parents choose to pick up students after school they may park in the parking lot and walk to the waiting area for their student(s). Alternatively, parents may wait in the vehicle pick up line. Parents are unable to leave their vehicles and must slowly proceed to the pick-up area moving forward or stopping as directed by designated traffic coordinators.

BREAKFAST - A GOOD START

Did you know that breakfast is the most important meal of your child's day? It provides the nutrients and energy he needs to concentrate in school. Research even shows that kids who eat breakfast get better grades, pay more attention in class and behave better. Help your youngster begin his day on the right foot. Ridgefield School District offers your child a daily balanced breakfast, which includes fresh fruits and whole grains.

EXERCISE - IT ALL ADDS UP

Exercise does not have to be done all at once. Encourage your students to be active throughout the day---small amounts of time will add up! In general, school-age children should get at least an hour of physical activity each day. *Remember:* Regular exercise will not only make your child healthier—it will help kids sleep better at night and be in better shape to learn and play all day.

Chartwells Food Services provides a nutritious school lunch program that is USDA approved. Students are required to eat lunch every day, either one packed from home or purchased from school. The District utilizes unique biometric fingerprinting data to track Food Service activity. However, it does not store biometric data in any of its systems. The procedures for payment of lunches are as follows:

Note: The District utilizes unique biometric fingerprinting data to track Food Service activity. However, it does not store biometric data in any of its systems.

1. Either, students bring cash or checks to the office before school begins, or parents can pay online through the Ridgefield School District website using Skyward Family Access link. Individual usernames and passwords are available from the school office. Money is credited to the student's account. If payments need to be allocated to more than one student, you must notify the office or the food service director immediately.
2. Notices are sent home before an account reaches \$0 and again if the balance reaches \$0 and once again when or if the student has a negative balance of \$1.00 or greater.
3. Students will continue to be charged for lunches and notices will continue to go home regarding negative balances until the balance due is paid.
4. If your student has an outstanding balance or unpaid fines at the end of the school year, their final report card will be held. You may collect the report card from the front office by paying the outstanding balance or unpaid fine.

For information regarding the National School Lunch Program/ School Breakfast Program visit our website or stop by the

front office.

JOIN US – BECOME A PTA MEMBER!

The PTA encourages all parents to join.

While most people think the role of a PTA is to fundraise, we believe successful PTA's don't live to fundraise, they fundraise to live. In other words, we focus on building the kind of school community where teachers and students can do their best work.

With reduced state level funding, fundraising is essential in filling the gaps to provide continued quality educational experiences for our children. Here are just a few of the areas The PTA provides funding:

- Field Trip Transportation
- Teacher Discretionary Funds
- Extra Curriculum and Resources for Teachers
- Library Books and Upgrades
- Playground Equipment
- Family Activities

In addition to fundraising, we host family focused events to help bring our families closer to each other and our educational community. We also celebrate our teachers and everyone who helps make South Ridge a great school!

VOLUNTEER! We are always looking for volunteers to help.

Friend us on Facebook to keep up with all our latest efforts.

Membership forms are available at the front office and on the school website.



VISIT

The most important aspect of parent involvement is knowing what your child is doing at school. You may call anytime for an appointment with your child's teacher. Our staff is willing to answer your questions or address any concerns you may have. Staff are available from 8:35-9:05 AM (9:35-10:05 AM on Wednesdays) and 3:35-4:05 PM daily. Our staff directory is located on our website.

The school year is organized into trimesters and report cards are sent home with the students at the end of each 12-week period. Parent conferences are held in October and early December. However, you may call for an appointment with your child's teacher or the principal anytime during the year.

Classroom visits are welcome, but must be pre-arranged with the classroom teacher. All parents and/or visitors MUST scan their driver's license at the front office to obtain a visitor's badge. You must also return your visitor's badge when leaving the building. Returning your badge is important so that all visitors can be accounted for in the event of an emergency.

Celebrations are to be kept to a minimum to decrease disruption to the learning environment. **Homemade treats are NOT allowed. Please do not send flowers, balloons or party invitations to school for students.** In lieu of sending birthday treats for your child, please consider donating a book to our library.

Due to increasing allergies and liabilities, animals are not allowed at school, unless authorized through the office.

VOLUNTEER

Volunteering at the school is a great way to get involved. Many parents chaperone field trips, support teachers as a room parent, classroom helper or assist with special events. Volunteers are to be fully present while at school. Phone calls (unless an emergency) and conducting business while volunteering is not allowed. Volunteers need to follow student dress codes and be appropriate role models.

If you are interested, stop by our office for an application. This process is required prior to serving as a volunteer, including field trip chaperones.

Please remember as a volunteer it is critical to respect the privacy of students and staff. Each student with whom you work has the right to expect that nothing that happens to or about him or her will be repeated to anyone other than authorized school department employees.

PARENT + STUDENT HANDBOOK SIGN-OFF

After reading the Parent + Student Handbook on the South Ridge Elementary website, please sign below and return this page to school with your child.

If you need a paper copy of the handbook, please let your child's teacher know so that one can be sent home with your student.

DATE: _____

I have read and understand the South Ridge Elementary School Parent + Student Handbook 2020/2021.

STUDENT

SIGNATURE: _____

PRINT NAME: _____

PARENT/GUARDIAN

SIGNATURE: _____

PRINT NAME: _____

PLEASE INITIAL:

_____ It is the responsibility of the parent/guardian to provide the school with any legal documentation or court orders that apply to the student and are relevant to the child's education experience.

_____ Students may not be dropped off at school prior to 8:45 AM.

_____ I will follow the school's arrival and dismissal procedures.

_____ If a child is absent, I will call the school before 8:45 AM.

Thank You!

South Ridge School

<http://www.ridgefieldsd.org/o/south-ridge-elementary>



MEMORANDUM

TO: Superintendent Nathan McCann
Ridgefield School District Board of Directors

FROM: Tony Smith, Principal
View Ridge Middle School

SUBJECT: View Ridge Middle School Student Handbook 2021-22

DATE: June 25, 2021

TYPE: Action

Background: View Ridge Middle School's student handbook has been updated for the 2021-2022 school year. There are no significant changes from last year's handbook, just minor, procedural adjustments to reflect little changes. There are several items that may need to be changed prior to going to print. These include:

- Updated staff roster to reflect new hires, several of which are pending approval
- Classroom maps are not included as they have yet to be completed

Recommendation:

It is my recommendation that the 2021-22 VRMS Student Handbook be approved for use in the Ridgefield School District.

View Ridge
Middle School
2021-2022



Student Handbook

View Ridge Middle School

Student Handbook

RSD PURPOSE:

Ridgefield School District aspires to be the state's premier district, leveraging strong community partnerships to provide each student personalized learning experiences, opportunities, and skills that ensure success and unlimited possibilities.

VRMS MISSION:

Together, we will prepare all students for high school and beyond by ensuring high levels of character development and academic achievement.

3215 S Hillhurst Rd
Ridgefield, WA 98642

Main Office: 360-619-1400 Fax: 360-619-1459

www.ridgefieldsd.org/o/middle-school

This handbook belongs to:

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Name _____

Grade _____

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GROUND FLOOR

2nd FLOOR



August 2021

S	M	T	W	T	F	S
1	2	3	L	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	L	9	10	11
12	13	14	L	16	17	18
19	20	21	L	23	24	25
26	27	28	L	30		

October 2021

S	M	T	W	T	F	S
						1
2	3	4	5	L	7	8
9	10	11	12	L	14	15
16	17	18	19	L	21	22
23	24	25	26	L	28	29
30	31					

November 2021

S	M	T	W	T	F	S
	1	2	L	4	5	6
7	8	9	L	11	12	13
14	15	16	L	18	E	20
21	M	24	25	26	27	
28	29	30				

December 2021

S	M	T	W	T	F	S
			L	2	3	4
5	6	7	L	9	10	11
12	13	14	L	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022

S	M	T	W	T	F	S
						1
2	3	4	L	6	7	8
9	10	11	L	13	14	15
16	17	18	L	20	21	22
23	24	25	L	27	28	29
30	31					

February 2022

S	M	T	W	T	F	S
			1	L	3	4
5	6	7	8	L	10	11
12	13	14	15	L	17	18
19	20	21	L	23	24	25
26	27	28				

March 2022

S	M	T	W	T	F	S
			1	L	E	5
6	7	8	L	10	11	12
13	14	15	L	H	18	19
20	21	22	L	24	25	26
27	28	29	L	31		

April 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	L	14	15	16
17	18	19	L	21	22	23
24	25	26	L	28	29	30
31						

May 2022

S	M	T	W	T	F	S
1	2	3	L	5	6	7
8	9	10	L	12	13	14
15	16	17	L	19	20	21
22	23	24	L	26	27	28
29	30	31				

June 2022

S	M	T	W	T	F	S
			L	2	3	4
5	6	E	L	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022

S	M	T	W	T	F	S
						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

August 25, 26, 27Teacher In-Service Days
August 31First Day of Classes
September 6 Labor Day Holiday
October 8 Teacher In-Service Day
November 11 Veterans Day Holiday
November 23End of First Trimester
November 24-26 Thanksgiving Break
December 20 - December 31 Winter Break
January 3 Teacher In-Service Day
January 4 School Resumes
January 17 Martin Luther King, Jr. Holiday
January 27 End of Semester
January 28 Teacher In-Service Day
February 21 Presidents' Day Holiday
March 3 End of 2nd Trimester (K-6)
March 4 Teacher In-Service Day
March 18 No School
April 4 - April 8 Spring Break
April 25Teacher In-Service Day
May 30 Memorial Day Holiday
June 10 RHS Graduation Day
June 17 Final Day of Classes

SCHOOL CLOSURE MAKE-UP DAYS

The first makeup day would be March 18 followed by April 25. Any additional makeup days will be added at the end of the school year (week of June 20th).

EARLY RELEASE DAYS

E	Elementary.....UR, SR, SRIS
M	Elementary and Middle.....UR, SR, SRIS, VRMS
H	High School.....RHS

EARLY RELEASE TIMES

Union Ridge & South Ridge - 9:05-12:35
Sunset Ridge & View Ridge - 11:35
Ridgefield High School - 11:45

- School Holiday or Non-Attendance Day
- First and Last Days of School
- ◇ Teacher In-Service Day - No School
- ◆ Teacher In-Service Day (1/2 teacher workday) No School
- L One-Hour Late Start - All Schools (except Early Learning Center)

STAFF

Front Office

Tony Smith	Principal
Stephanie Goad	Assistant Principal
Lacey Kelly	Counselor
Jenny Berry	Counselor
Sharon Bisila	Head Secretary
Kirthie Bryant	Attendance Secretary
Selena Moreno	Assistant Secretary
Susan Arndt	Athletics Secretary/Paraprofessional
Nichole Anderson	Nurse
Paige McBee	Security
Brynan Shipley	Athletic Director
Linda Eide	Psychologist

Paraprofessionals

Susan Gates	STEM Support
Debbie Schwarz	Classroom Support
TBD	Classroom support
Tiffany Tamez	Library
Cassie Waletich	Classroom Support
Shannon Werbowski	Classroom Support
Laura Weber	Classroom Support
Pamela Bermudez	Life Skills
Denni Lieurance	Life Skills
Jessica Sheehan	Life Skills
Stephanie Natterstadt	Life Skills
TBD	Structured Learning Classroom
TBD	Structured Learning Classroom
Gina Smith	Structured Learning Classroom
Nicole Colpron	Connection Center
David Fong	Lunch
TBD	Lunch
TBD	Lunch
TBD	Lunch

Teachers

Donna Allen	English Language Arts
Bob Amble	English Language Arts/Journalism
Stephanie Bloom	Band
Holly Bartlett	Life Skills
Aaron Broeckel	Social Studies
Heather Brown	English Language Arts
Kristina Call	Math

Teachers (continued)

James Davies	Math
Sheila Davis	STEM
JerryDeShazer	PE/Health/Leadership
Janet Downing	Structured Learning Classroom
Sean Dunn	Math
Kaitlyn Etter	Drama
TBD	PE/Health
Jill Guccini	Librarian
Scott Hagensen	Science/STEM
TBD	Physical Therapy
Michelle Hankins	Art
Tylor Hankins	STEM
Kiki Hodges	English Language Arts
David Jacobson	Social Studies
Katie James	Science
Francis Jequinto	Science
Melissa Johnson	Math
Darren Kotsovov	Math
Leilani Lamoreaux	Social Studies
Chelsea Lensing	French
Melissa Maslyn	Science
Justin Nelson	Social Studies
Nam Nguyen	Computer Science
Brian Pedersen	Math/Science
Katherine Stephens	Social Studies
Aubrey Stitt	English Language Arts
Courtney Thompson	English Language Arts
Renee Sanders	Speech Language Pathology
Bobbe Whetsell	Choir
Mark Woods	Occupational Therapy
Kristi Young	Science
Jennifer Zora	Spanish

Custodian

Mary Rojas	Head Custodian
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Hours and Schedules

School Hours

Doors Open-----7:35 a.m
 Class Hours ----- 8:05 a.m. - 2:35 p.m.
 Office Hours ----- 7:00 a.m. - 3:30 p.m.
 Buses Depart-----2:43 p.m.

Students are to leave the school campus by 2:38 p.m. unless they are involved in a **school-sponsored** sport/activity, or are under adult supervision. Students wishing to watch home sporting events may **NOT** stay at school until they begin. They must go home and then come back.

School Closure

Information on late starts, early dismissals and school closures due to inclement weather conditions will be posted by 6:00 AM with news media. Please tune into news broadcasts on local radio and television stations for the latest information. Up to the minute information will also be posted online at www.flashalert.net.

Regular Bell Schedule

Period	1 st Lunch	2 nd Lunch	Period
1	8:05-9:01	8:05-9:01	1
WIN Time	9:05-9:30	9:05-9:30	WIN Time
2	9:34-10:25	9:34-10:25	2
3	10:29-11:20	10:29-11:20	3
Lunch	11:20-11:50	11:24-12:15	4
4	11:54-12:45	12:15-12:45	Lunch
5	12:49-1:40	12:49-1:40	5
6	1:44-2:35	1:44-2:35	6

Wednesday Schedule (Collaboration / Success Time)

Period	1st Lunch	2nd Lunch	Period
1	9:05-9:48	9:05-9:48	1
Success Time	9:52-10:17	9:52-10:17	Success Time
2	10:21-11:03	10:21-11:03	2
3	11:07-11:49	11:07-11:49	3
Lunch	11:49-12:19	11:53-12:35	4
4	12:23-1:05	12:35-1:05	Lunch
5	1:09-1:50	1:09-1:50	5
6	1:54-2:35	1:54-2:35	6

Fee Schedule

* Please note that all fees are subject to change.

Food Services:

Breakfast	\$ 1.80
Lunch	\$ 3.25
Lunch Reduced	\$.40

ASB Card	\$ 30.00
Athletic Fee (per sport)	\$ 50.00
Art Fee	\$ 20.00
PE Uniform	\$ 20.00
Band T-Shirt (for marching)	\$ 12.00 (may be adjusted)

*Art, PE, and athletic fees may be waived for students who qualify.

Note: all previous fees and fines must be paid prior to registering for sport or activity.

Visitors

Parents may visit school any time during office hours. If you would like to visit a classroom, we request that you contact the teacher and the front office at least 24 hours in advance. For security reasons, all visitors will be run through a background check in the main office prior to entering the general building. Please be sure to bring state-issued identification in order to facilitate the check.

Students **may not bring friends or relatives to visit classes. Permission may be obtained from the office to bring a visitor after school hours.

ATTENDANCE

Attendance Policy

Ridgefield School District Board Regulations and state law requires that a student attend every class period every scheduled school day. If it is anticipated that the student will be absent from school for more than one day, please let the office know so plans can be made to keep your study program flowing smoothly.

Excused Absence

Per Ridgefield School District Policy 3122, these are valid excuses for absences:

1. Participation in a district or school approved activity or instructional program;
2. Illness, health condition or medical appointment (including, but not limited to, medical, counseling, dental or optometry);
3. Family emergency, including, but not limited to, a death or illness in the family;
4. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
5. Court, judicial proceeding or serving on a jury;
6. Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
7. State-recognized search and rescue activities consistent with RCW 28A.225.055;
8. Absence directly related to the student's homeless status;
9. Absence resulting from a disciplinary/corrective action. (e.g., short-term or long term suspension, emergency expulsion); and
10. Principal (or designee) and parent, guardian, or emancipated youth mutually agreed upon approved activity.

The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.

Communicating and Excusing Absences

Ridgefield School District policy requires parents/guardians to notify the school, **WITHIN** three days of each absence. To excuse your student's absence, you may submit an absence request on Skyward on your computer or smartphone app, email the attendance office VRMS.Attendance@Ridgefieldsd.org, or call directly to the attendance office at (360) 619-1402.

Failure to notify the office within the 3-day period results in the absence becoming unexcused. Absences from school other than for the above reasons or by prearranged procedure are unexcused and subject to discipline. **Students with 10 days of unexcused absences in one month or 15 days in one school year will be referred to the Clark County Juvenile Justice Truancy Program.**

Late Arrival or Early pick-ups for Illness, Appointments, Etc.

If your student is going to be late for school please follow the same procedure as noted above. **Call the attendance office before 8:00 a.m.** or send a note with the student. All students **MUST** come into the front office when they arrive late and then check-in with attendance before proceeding to class.

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If your student needs to leave early due to appointments, we will pull them from class when you arrive to pick them up. Please allow for extra time as your student may be switching classes, at lunch/outside, or in P.E. Also, we will need

to check your Photo I.D., so please have it with you. **MAKE SURE YOUR STUDENT HAS CHECKED OUT AT THE KIOSK IN THE MAIN OFFICE.**

****ALL STUDENTS BEING PICKED UP EARLY MUST BE DOCUMENTED WHEN LEAVING SCHOOL.** We only release students to individuals who are listed on the student registration form, or other, if parent(s)/guardian(s) have made arrangements with the front office.

It is critical that REGISTRATION FORMS are accurate and updated on a regular basis. In the case of an emergency, students will only be released to those individuals that are listed on their REGISTRATION FORMS. Parents can request to have changes made to those forms through Skyward.

Prearranged Absence

A student who knows in advance that he or she will be absent from school for more than 3 days, must complete a pre-arranged absence form (available across from the attendance office, or on the website). It is the students' responsibility to arrange for assignments.

Excessive Excused Absences

Students who demonstrate a pattern of parent-excused non-attendance for any period of the day may be required to provide further documentation to be recorded as "unexcused". The state defines "chronic absenteeism" as missing 18 or more days in one year, and the school monitors attendance patterns to intervene in situations where it is likely a student will reach this definition.

Tardiness - Unexcused

Students need to be in their seats ready for class when the bell sounds. If a student is not sitting in their seat when the bell sounds, they will be marked as tardy. Any student who arrives late without a written note will be given an unexcused tardy.

- **Two Unexcused Tardies in a semester** - Warning
- **Three Unexcused Tardies in a semester**- Lunch Detention and email home
- Every three subsequent tardies will result in another lunch detention and email home.

Once a student has received three lunch detention for multiple tardies, they will then be referred to Wednesday school. Wednesday School will take place on Wednesdays from 8:05 am-9:00 am, before the late start of 9:05 am.

Chronic tardiness may result in referral to administration for additional disciplinary action.

Withdrawing

Any student withdrawing or transferring to another school must complete a withdrawal form. The parent or guardian must inform the school of the date of the intended withdrawal and the new location of the student's school attendance at least five (5) days prior to the student's last day at school. On the student's last day of attendance, a checkout sheet should be obtained from the main office and taken to each of the student's teachers. The teachers will sign their names if the student fulfills all book, property and/or money obligations. At the end of the last day of attendance, the student returns the checkout sheet to the main office for

final clearance. Student records will be released to another school where the student has enrolled or intends to enroll.

Make - Up Work

When absent from school, students are responsible for making work missed during their absence. The time allowed is one (1) day for each day of absence. If a student is absent on the due date of a pre-assigned project and/or report, said project/report is due the day of return. To obtain missed work, check each staff member's Google Classroom. Students are required to make arrangements with teachers immediately upon return to make up missed assessments.

Transportation, Bus notes, changes

KWRL (360) 841-2023

Students wanting to ride home with a peer must make plans before they reach school. A signed note from home is required. Please make sure to have the peer's first and last name, along with the peer's bus/route number, written on the note. The student must then bring the note to the attendance office, preferably before school, for confirmation. Parents wanting to change their child's transportation from car pick-up to bus, or bus to car pick-up, will need to do that prior to 1:30 pm.

HEALTH ROOM

Students who become ill or have an accident should report to the main office. If possible, students should notify their teacher before going to the office. School personnel will call parents when a student needs to go home. If students come to the health room, they or the office staff may contact parents from that location. **Students are not to contact parents directly from classrooms via mobile phones** as personal device use is not allowed during the school day. **Emergency information such as parent telephone numbers must be current. Special student health and medical information should be filed each year by the parent.**

Students with temperatures of 100 degrees or over will be sent home. Please do not send your student to school if they have had a fever within the last 24 hours.

Insurance

Student insurance is available through the school office.

Accidents

When an accident occurs, it must be reported at once to the staff member in charge. An accident form is filled out and filed in the office.

Student Medications

Students cannot bring medicine, **including over the counter products**, to school. If a student needs to take medication during the school day, a parent/guardian must bring it into the office in the original bottle or container. A permission form from the school office must be signed by both the physician and parent and kept on file in the office.

Life Threatening Conditions

Students with life threatening conditions are required to have an annually updated Emergency Care Plan on file with the district nurse and in the health room.

Immunizations

View Ridge Middle School follows the state of Washington student immunization law, which requires all students to be adequately immunized according to their age and grade level. Proof of immunization status must be presented to the school on or before the first day of attendance. This information must be recorded on a Washington State form signed by the parent/guardian. Exemptions are available for medical, personal or religious reasons. Please keep in mind that if an outbreak of vaccine preventable disease for which the student is exempt should occur; the student will be excluded from school for the duration of the outbreak.

GRADING

View Ridge uses a standards-based grading system to report student academic performance and progress. In addition, students receive weekly classroom expectations marks for each class based on work completion and classroom behavior.

Academic Grades

Note: In-depth explanation of this system is shared under the grading tab on our website in the parents grading handbook.

E → Exceeds Standard: In addition to meeting standard, the student demonstrates a deeper understanding of the standard(s) and can independently and consistently extend work above and beyond grade level requirements.

M → Meets Standard: Student independently and consistently meets standard(s), demonstrates consistent application of skills, and applies concepts and skills.

PR+ → Progressing Towards and Near Standard: Student is developing toward independence and consistency in meeting standard(s), and has almost mastered such skills and knowledge. Student needs assistance to apply grade level standards, but is nearly there.

PR → Progressing Towards Standard: Student is developing toward independence and consistency in meeting standard(s), but has not yet mastered such skills and knowledge. Student needs assistance to apply grade level standards.

BE → Below Standard: Student is working below standards and struggles even with assistance.

I → Insufficient Evidence: There is not enough evidence of learning to determine a grade at this time

NA → Not Assessed: Standards not assessed in this grading term.

Classroom Expectations Marks

+ = Almost always meets classroom expectations and demonstrates respect for self, others, school rules and expectations, classroom routines, authority, and property.

/ = Usually meets classroom expectations and demonstrates respect for self, others, school rules and expectations, classroom routines, authority, and property.

- = Sometimes meets classroom expectations and demonstrates respect for self, others, school rules and expectations, classroom routines, authority, and property.

GENERAL INFORMATION

ASB Cards

ASB card purchases support student activities and allow free admission to all VRMS home events, as well as Ridgefield High School home games. ASB cards are also used to check out equipment during lunch times.

Conferences

Any time parents have questions about their child's progress, they may call the school to set an appointment to meet with their student's teacher(s).

Counselors

Counselors with special training and ability are available to assist students, parents and staff. The counselor coordinates the guidance program and assists students with special concerns. A student wishing to see the counselor can send them an email or ask the main office for assistance. Parents are encouraged to call if they need to speak to the counselor or set up an appointment. We cannot guarantee their availability when a parent shows up without an appointment.

Food Service

You can make payments online through the student's Skyward Family Access account. If your child's food service balance is low, it only takes a few minutes to add money to it using your VISA, Discover or MasterCard credit or debit card. Students may be eligible for free or reduced lunch prices. Forms are available in the main office. You may also complete forms through Skyward Family Access and submit them electronically.

To ensure students are provided access to nutritious meals, students that arrive on campus without a lunch will be permitted to charge a complete meal to their account. Parents are responsible for the costs of any meal charges on their student's account. The District will follow it's collections process for any outstanding fines or charges on student accounts. Students with a negative balance on their account will not be permitted to charge any ala carte items (snacks, beverages, etc.), or additional (second) meals to their lunch account. Notices will be sent home if a student has a negative balance on their account.

Ridgefield School District, along with food service provider Chartwells, utilizes a system called ID Connect that associates a meal plan identification number with the student's fingerprint. The system does not store any biometric information, fingerprints, matrixes, or measurements. It cannot reproduce a fingerprint in any way. Only Ridgefield School District has access to this system. Even though there is no risk of stored biometric information, you have the ability to opt out of using the system and your child can still use their ID number instead.

Hall Passes

Under no circumstances will students be allowed out of class without a hall pass. Students are expected to take care of personal needs during passing time, between periods and lunch. No students are to be in the halls during the first and last ten minutes of the period, and passes will only be given for urgent restroom or office needs.

Lost and Found

All articles found should be taken to the commons. Clothing items and other items will be in the lost and found closet located just inside the commons. Periodically throughout the year all unclaimed articles will be donated to community centers.

Media Center

The media center is the center of academics at View Ridge Middle School, with print and non-print materials available to both students and staff. Computers and electronic databases are also an integral part of the media center today.

The media center is open each morning for students, as well as during lunches. The media center is used during school hours at the discretion of classroom teachers, with full classes and individuals with passes utilizing the facility almost every period of the day.

P.E. Uniforms

P.E. students will be required to wear athletic shoes and View Ridge's PE uniform. Parents may purchase the uniform from View Ridge. The cost of our P.E. uniform is \$20.00. Shirts and shorts contain a View Ridge PE Department logo and space for the student's name. Uniforms can be purchased in the office or online through Skyward.

Report Cards

At the end of each quarter, parents will receive a report card that will indicate the student's progress. If you have a question concerning a report card grade, follow this grade appeal procedure.

STEP 1: See your teacher and request clarification and explanation of grade.

STEP 2: Schedule an appointment with the counselor for assistance with the problem.

STEP 3: See the Principal if resolution does not occur at Step 1 or Step 2.

Skyward Online Grade Book

Parents and students may check grades by logging onto Skyward through our school webpage. Once on Skyward, you may also elect to have weekly email notification if your child's grade drops below your desired threshold.

Google Calendar and Student Planners

View Ridge staff assist student use of the online Google Calendar included with their school Google account. Interested students and parents may request a paper student planner at the main office if that is a preferred method of recording assignments and due dates.

Textbooks

Students are responsible for the return of assigned textbooks at the end of the school year or upon withdrawal. A fee will be assessed for damaged or lost books.

Transportation

In order to promote safety and efficiency, the school district has set regulations for riding the school bus. If you are unclear about what rules may pertain to your behavior and actions on the bus, please ask at the office for a set of BUS RULES. The student is responsible to know and follow these rules.

The driver is the official in charge and that control is absolute. As in all situations regarding school, students are required to follow the directions of the bus driver. Bus drivers require cooperation from all students at all times. **Violation of bus rules, displays of disrespect toward the driver, other adults, or fellow students may cause loss of bus riding privileges.**

Bus Notes: Students that need to ride a bus other than the one assigned to them, or get off at a bus stop other than their own, must have written permission from their parent/guardian. **All bus notes must be stamped and initialed by the main office in the morning on the day they are needed. The office cannot accommodate bus notes at the end of the day.**

“What Happened?” Form—Incident/Concern Reporting

Students who have a concern about their safety or that of others, who have experienced or observed harassment or bullying, or who have information about something school officials may need to know can fill out a “What Happened?” form in the office to get school authorities involved in the situation.

SCHOOL SAFETY

The Ridgefield School District uses the Standard Response Protocol (SRP), a set of procedures and preparations developed by a nationally recognized school safety organization. SRP proscribes four sets of procedures for response to various safety threats that may occur in a school:

HOLD “In Your Classroom or Area”

STUDENTS:

- Clear the hallways and remain in their area or room until the “All Clear” is announced
- Do business as usual

TEACHERS:

- Close and lock the door
- Account for students and adults
- Do business as usual

EVACUATION (including fires): Evacuate is called to move students and staff from one location to another. Primary location is the football field.

Audible Cue: “Evacuate to _____” (or fire alarm)

STUDENTS:

- Silently evacuate along assigned route
- Bring your phone
- Leave belongings behind
- Show hands
- Be prepared for alternatives during response

TEACHERS:

- Grab clipboard
- Lead students to evacuation location
- Take roll, account for students

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LOCKDOWN (internal threat): Lockdown is called when there is a threat or hazard inside the school building.

Audible Cue: "Lockdown: Locks, lights, out of sight"

STUDENTS:

- Move away from sight
- Maintain silence (phones put away as usual)

TEACHERS:

- Lock door
- Lights out
- Move away from sight
- Maintain silence
- Wait for first responders to open door
- Take roll, account for students

SECURE (external threat): Secure is called when there is a threat or hazard outside of the school building.

Audible Cue: "Get Inside. Lock outside doors"

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS:

- Recover students and staff from outside building
- Increase situational awareness
- Do business as usual
- Take roll, account for students

SHELTER: (hazard requiring safety strategy): Shelter is called when the need for personal protection is necessary (examples: tornado, hazmat, and earthquake).

Audible Cue: "Shelter (hazard)"

STUDENTS:

- Execute appropriate hazard strategy

TEACHERS:

- Appropriate hazard and safety strategies
- Take roll, account for students

DRILLS: In accordance with state law, VRMS will conduct monthly school safety drills. These will include three lockdown drills, one shelter-in-place drill, three evacuation/fire drills, one earthquake drill, and one drill using the school mapping information system (Rapid Responder).

Activating a False Alarm

Any student activating a fire alarm, other than for the intended purpose, will be suspended. A financial obligation may occur if the fire department responds.

BEHAVIOR GUIDELINES

The purpose for rules and guidelines for student behavior is to maintain a safe and orderly environment so all students have the opportunity to be successful learners.

Students are expected to learn, comply with the rules and follow directions. Students are under the authority of school district personnel while at school, in school activities, or going to and from school. Revised Code of Washington 28A.600.040 states: "All pupils who attend the common schools shall comply with the rules and regulations established in pursuance of the law for the government of the schools, shall pursue the required course of studies, and shall submit to the authority of the teachers of such schools, subject to such disciplinary or other action as the local school officials shall determine."

Guidelines for disciplinary action can be found on pages 21 and 22 of this document.

Positive Recognition:

As a part of our school wide management system, we recognize positive student behaviors with Ridge Recognition tickets. Tickets may be redeemed at our school store.

Closed Campus

View Ridge Middle School is a closed campus, and students are expected to remain on the View Ridge campus from the time they are dropped off or arrive until the end of the school day.

Drugs/Alcohol and Other Prohibited Chemical Substances

The possession, consumption, use, storage, or distribution of drugs, alcohol, and other similar chemical substances on school grounds, at school activities, or on district-provided transportation is prohibited (Per Ridgefield School District Policy 3240).

Dress & Appearance

Students at View Ridge are expected to dress appropriately for school. Inappropriate dress or appearance, which causes a disruption of the educational process, interferes with work, or is dangerous to student health or safety, is not permitted. Dress codes are in effect during dress-up ("spirit") days unless explicitly communicated otherwise.

Guidelines:

- No clothing with inappropriate or questionable logos or messages, including clothing communicating or depicting inappropriate topics, including, but not limited to, drugs, alcohol, tobacco, vulgarities, sexual references, gang affiliation or suggestive depictions and weapons, are not to be worn
- Clothing must cover from the top of the chest (at the top of the armpit) to mid-thigh (the point at which one's fingertips extend to when held at one's sides) in non-see-through materials. Shoulder straps attached to the garment are required
- No hats, hoods, visors, or other head covering indoors (unless medically necessary or culturally/religiously appropriate)

- No sunglasses (unless medically necessary) inside the school
- Pajamas are not to be worn
- Appropriate PE attire and footwear will be required

When in doubt if an item is appropriate for school, ask an administrator or teacher. Students inappropriately dressed will be asked to change or call home for a change of clothes. Special circumstances may merit exceptions to these guidelines, and should be shared with the principal for approval.

Electronic Devices and Mobile Phones

Students may not use personal electronic devices, including mobile phones, music players, cameras, and iPads or other tablets, from the beginning bell to the final bell of the school day, unless they are used with teacher permission in an activity that directly supports learning goals of the class. The expectation is that they are silent and not visible to staff. This includes lunch and passing time. If students need to contact parents or anyone else, they may use the office phone, or be granted permission to use their phone in the office. When students are found to be in violation of this, the following procedures will be followed:

- 1st violation: The device will be taken and held in the office for the day.
- 2nd violation: The device will be taken and a parent or guardian will need to pick up the device.
- 3rd violation: The device will be taken and the student will be required to check all electronics in with the security officer for the remainder of the school year.

Fighting or Fighting Involvement

Fighting or inciting a fight is not tolerated. Students have a right to defend themselves when attacked physically up to the point that they have a reasonable opportunity to disengage themselves from the conflict. Retaliation to a physical attack is not considered self-defense (i.e.: hitting someone who hit you). If a student incites a fight, the student bears similar responsibility to the students in the fight. Inciting a fight can include, but is not limited to: spreading rumors about potential fights, serving as a communicator between two potential fighters, sending communication about a potential fight (at school, off campus, or online), verbally encouraging a fight to break out, or talking about wanting to fight another student. Students with knowledge of a fight are expected to report this immediately to the main office.

Food and Beverage

Food and beverages are to be consumed only in the commons and in classes with teacher approval. Snacks are available in the Counselor's office. Families in need are encouraged to contact the Counselor to receive food assistance. Energy drinks are not allowed at VR.

Gang or Gang Like Activity

Students who participate in gang-related activities at school or school functions will be subject to strict disciplinary measures, including possible expulsion. Those activities include (but are not limited to):

- Possession or display of gang-related clothing symbols, or paraphernalia
- Distribution of gang literature or materials

- Display of gang-related posters, graffiti, symbols, body art, or hand signs (includes displaying gang-affiliated symbols or words on assignments or binders)
- Harassment of others on a gang-related basis
- Recruitment for gang membership

Harassment, Intimidation and Bullying

Ridgefield School District is committed to a safe and civil educational environment free from harassment, intimidation and bullying for all students, employees, volunteers and patrons. “Harassment, intimidation or bullying” is an intentional written, verbal, or physical act, including but not limited to one determined to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- Physically harms a person or damages a person's property; or
- Has the effect of substantially interfering with a person's education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

Students who believe they have experienced such harassment, intimidation, and/or bullying are encouraged to report this to a staff member. “What Happened?” forms are a good starting point in an investigation of such behavior. False accusations will not be tolerated and will be subject to appropriate disciplinary and/or civil action.

Public Displays of Affection

Public displays of affection, including hand holding, are not allowed.

Student Rights and Responsibilities

A copy of the Student Rights and Responsibilities policy are available in the office and online.

Theft

Theft of property or receiving property stolen from persons or the school will result in suspension, possible expulsion and/or repayment for items stolen. Theft includes “borrowing” items from other students without explicit permission.

Valuables

Items of value should not be brought to school as they may become damaged, misplaced or stolen. This includes such items as large sums of money, electronic devices, cell phones, etc. The school is not responsible for loss or damage to personal items. If a special situation arises, check in at the Main Office.

Violations of the rules may result in discipline, suspension or expulsion as spelled out in Ridgefield School District Policy.

BEHAVIORAL CONSEQUENCES

The faculty and principal will discipline students according to the policies and practices of the school and district. Serious behavior problems will be disciplined according to the *District Guidelines for Student Behavior* outlined in Policy 3240P and Procedure 3241P. These are available for view on the district website. **Students are responsible to review and be familiar with these guidelines.**

“Discipline” constitutes all other forms of corrective action or punishment, including brief exclusions from a class for not more than the remainder of the class period, including exclusion from any other type of activity conducted by or for the district. Discipline shall not adversely affect specific academic grade, subject, or graduation requirements, so long as all required work is performed.

Detention

Detention is a low level disciplinary consequence. Students will be assigned detention in a supervised location, before or after school or during lunch. Failure to report will result in additional consequences.

In-School Suspension

In-school suspension is served in the in-school suspension room or office area. Students may not interact with peers during this time, and are expected to work on school work provided to them. Failure to meet expectations during in-school suspension may result in the suspension being served out of school. Students serving an in-school suspension may not participate in any after-school activities the day of their suspension, nor may they be present on any RSD campuses after school hours.

Out-of-School Suspension

Suspension is the exclusion from school, or individual classes for a specific period of time, after which the student has a right to return. Students serving an out-of-school suspension may not participate in any after-school activities the day of their suspension, nor may they be present on any RSD campuses.

Expulsion

“Expulsion” is the exclusion from school or individual classes for a designated period of time.

Problem Areas and Discipline Action

Problem Area	Occurrence	Minimum Action	Maximum Action
Tardiness	First Repeated	Informal Talk Conference/Detention	Detention Short Suspension
Unexcused Absence	First Repeated	Informal Talk Parent Involvement	Court Action Court Action
Electronic Devices	First Second Third	Device taken to the office. Parent pick up of device. Required check in/out.	Short Suspension
Defiance of Authority	First Repeated	Conference Parent Involvement	Short Suspension Expulsion
Disorderly Conduct / Disruptive Behavior	First Repeated	Informal Talk Parent Involvement	Short Suspension Expulsion
Bus Misconduct	First Repeated	Conference Suspension from Bus	Suspension from Bus Suspension from Bus
Forgery or Lying	First Repeated	Parent Involvement Short Suspension	Short Suspension Long Suspension
Theft	First Repeated	Parent Involvement Short Suspension	Short Suspension Expulsion
Tobacco	First Repeated	Parent Involvement/ Tobacco Intervention Packet Short Suspension	Short Suspension Long Suspension
Vandalism	First Repeated	Conference Parent Involvement	Long Suspension Expulsion
Alcohol, Drugs, or Paraphernalia <i>(Possession, under the influence of, or distribution of)</i>	First Repeated	Short Suspension <i>*Referred to professional C.A.C. or comparable program</i> Long Suspension	Expulsion Expulsion
Threat/ Harassment	First Repeated	Conference Parent Involvement	Long Suspension Expulsion
Fighting	First Repeated	Short Suspension Short Suspension	Short Suspension Expulsion
Physical Assault	First Repeated	Short Suspension Short Suspension	Short Suspension Expulsion
Weapons	First Repeated	Long Suspension Expulsion	Expulsion Expulsion
Firearms	First	Immediate Expulsion* <i>*State Law-possible expulsion from all Washington State Schools</i>	Expulsion
Extortion	First Repeated	Parent Involvement Long Suspension	Short Suspension Expulsion
Explosive Devices	First Repeated	Short Suspension Long Suspension	Expulsion Expulsion
Arson	First Repeated	Short Suspension Expulsion	Expulsion Expulsion

ACTIVITIES

Participation and good sportsmanship are the basic goals of the interscholastic program. The school is a member of the Washington Interscholastic Activities Association (WIAA) and follows its regulations. A variety of academic and athletic activities are available to students. They may include:

ATHLETICS

Fall 1 (Aug - Oct)	Fall 2 (Oct - Dec)	Winter (Jan - Feb)	Spring (Mar - May)
Football	Girls Basketball	Boys Basketball	Track and Field
Girls Volleyball	Wrestling		
Girls Soccer			
Cross Country			

CLUBS

Year Long	Fall	Winter/Spring
ASB/Student Council	Robotics	Knowledge Bowl
Yearbook	Art Club	
Jazz Band		
Honor Society		

Regulations require medical coverage and a sports physical prior to participation in athletics. In addition to the athletic user fee and the purchase of an ASB card, each student must complete an athletic registration online before he or she will be allowed to participate. Explanation of this process is available on the school website under the Athletics tab. All previous fees and fines must be paid prior to participation in athletics and activities.

Student athletes/participants are expected to maintain no minus grades for expectations. During each activity season, classroom teachers will post grades by the end of the day Monday for the week prior. The office will then print a grade report. **This report will determine the student's eligibility for the next week beginning the next day (Tuesday through Monday). If a student is ineligible, it will be for the entire week and it is the student's responsibility to notify his or her parents/guardians.** It is also the student's responsibility to contact the teacher whose class they are getting a minus in and improve their

academic standing. **Students who are on academic suspension attend practice, go to the home games (but do not participate) and do not travel to away games.** While on suspension students are ineligible to participate in a WIAA sanctioned activity. (WIAA Reg. 18.6.5A)

An athlete must be in school the **full day** to participate in a practice or game. Prior approval for doctor, dentist or other extenuating circumstances is needed for exception to this rule. Students engaged in interscholastic activities are also required to demonstrate and maintain appropriate behaviors. Students who receive office referrals, detention and/or bus reports could be subject to disciplinary action in their athletic program.

Activity Bus

Students can sign up to take the activity bus home from school if they participate in afterschool clubs or Math/ELA extra help. Students can be added to the bus if they sign up by the due date for Fall, Winter, and/or Spring sessions. The counselor will send out information before each session begins. Permission forms for this can be obtained in front of the counseling office or by emailing the counselor.

Honor Society

For acceptance in the VRMS Honor Society, students are required to meet minimum academic and behavioral requirements. In addition, the staff evaluates the students in the areas of **leadership, citizenship, and character**. Students are also expected to maintain their adherence to these requirements. Failure to do so will result in removal from the society. All members inducted at VRMS will be required to perform community service projects. All service projects must be pre-approved by advisors and completed by the required date. If a member fails to complete this project they will be removed from Honor Society.

Socials

Socials are after school events that offer a variety of activities for students. These include games, dancing, and other fun pursuits. All social events are faculty supervised. Regular school standards of behavior are expected and maintained during these functions.

Student Government

You are a member of the View Ridge Middle School Associated Student Body (ASB). You are represented by Class Council members. These members fill the offices of the Student Council, which include:

- President
- Vice President
- Secretary
- Treasurer
- Representatives from each grade level

Elections are held in the spring for these offices. Officers must maintain the established minimum academic and behavioral requirements throughout their time in office. They also may not receive more than three discipline or office referrals, bus reports, etc. during their term in office. Failure to follow these guidelines may result in removal from office.

Purpose of Student Council:

1. To teach and develop citizenship through democratic practices
2. To provide an opportunity for the active participation in the organization and management of school activities.
3. To further interest in all school activities.
4. To cooperate in promoting the general welfare of the school.

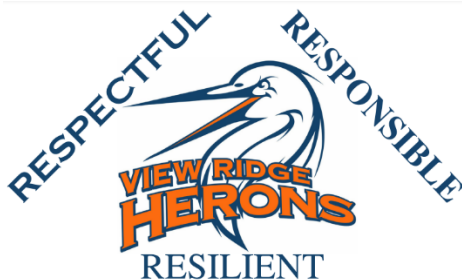
Representative's Responsibilities:

1. Represent their class at student council meetings
2. Report back to class, topics covered during student council meetings for discussion.

Heron Behavior — Success Bound!

(Positive Behavioral Interventions and Supports Program → **PBIS**)

We will build and maintain a positive culture in our school by encouraging positive behaviors and interactions that demonstrate respect, responsibility, and resilience.



PBIS Behavior Matrix

<i>Area</i>	<i>Respectful</i>	<i>Responsible</i>	<i>Resilient</i>
In all areas of the school	<ul style="list-style-type: none"> - Use kind words and actions - Follow adult directions - Offer to help others - Respect individual differences - Level 2 voice - Use respectful, non-biased language that will not offend any individual or group 	<ul style="list-style-type: none"> - Accept consequences for your actions - Offer to help others 	<ul style="list-style-type: none"> - Exhibit calm body language and be aware of your surroundings - Use positive self-talk - Listen patiently when an adult redirects you - Accept help when needed
Before and after school	<ul style="list-style-type: none"> - Follow adult directions - Use kind words - Voice level 2 	<ul style="list-style-type: none"> - Stay in assigned areas - Use indoor voices - Keep area clean - Remain on campus once arrived 	<ul style="list-style-type: none"> - Report directly to class when the bell rings - Go directly to bus or home after school - Use before/after school time to get academic support
Commons	<ul style="list-style-type: none"> - Use voice level 2 - Welcome others - Sit with feet on the floor and body facing the table - When announcements are made, be silent and focus on the speaker 	<ul style="list-style-type: none"> - Clean up area and follow recycling procedures - Keep all food to self - Food and other materials need to remain on the table 	<ul style="list-style-type: none"> - Stay seated until you are dismissed - Clean by checking floor and surrounding area - Problem solve disagreements civilly, calmly, and constructively, - Enter the back of the

			line and wait your turn to get your food
Hallways and staircases	<ul style="list-style-type: none"> - Use voice level 1 - Pass quickly (head straight to your classroom) - Keep the area clean - Always keep hands, feet, and objects to self - Use respectful, non-biased language that will not offend any individual or group - Respect others' property 	<ul style="list-style-type: none"> - Walk on the right - Allow others to pass - Slowly, carefully open doors using hands - Keep moving - Headphones and/or ear buds away and out of sight 	<ul style="list-style-type: none"> - Forgive accidental contact - Be patient with crowds - Report inappropriate or dangerous behavior - Reach out to help those who need assistance with materials, movement, or emotional support
Learning areas	<ul style="list-style-type: none"> - Raise your hand and wait to be called on - Comments and questions should be related to class discussion - Wait to be dismissed - Keep hands and feet to self - Track the speaker - Use voice level communicated by teacher - Practice SLANT when a teacher or students is presenting 	<ul style="list-style-type: none"> - Walk into rooms one at a time - Stay in your seat unless instructed otherwise - Keep all chair legs on the floor - Keep hands and feet to self - Clean up learning area - Follow adult directions - Bring all required supplies to class 	<ul style="list-style-type: none"> - Always do your best - Show continuous effort - Practice determination through difficulties - Be an active learner - When unsuccessful, ask for help or try a new strategy - Arrange time outside of class for extra help when needed
Office	<ul style="list-style-type: none"> - Wait in line until called to the counter - Voice level 2 - Always use kind words - Let school guests be helped first - Comply with all office staff requests 	<ul style="list-style-type: none"> - Always have a hall pass - Leave all materials that belong in the office in the office 	<ul style="list-style-type: none"> - When talking to an adult, have a calm body and calm voice - Computer screens are only to be viewed by office staff
Outdoor Recreation Areas	<ul style="list-style-type: none"> - Follow adult directions - Include everyone in games - Share and take turns - Use respectful tone of voice non-biased language that will not offend and individual or group - Voice level 4 unless adults tell you otherwise 	<ul style="list-style-type: none"> - Accept consequences for your actions - Always walk to and from recreation area - Use equipment as intended - Keep hands, feet, and objects to self - Be aware of your surroundings - Remain in supervised 	<ul style="list-style-type: none"> - Play games according to posted rules - Win or lose, be a team player - Manage emotions appropriately when disappointed or frustrated - Transition appropriately back to the classroom

		<p>areas</p> <ul style="list-style-type: none"> -Follow procedures for equipment check-out 	
Restrooms	<ul style="list-style-type: none"> - Leave the restroom clean (walls, floors, sinks, etc.) - Put trash in the garbage - Quickly return to class - Respect the privacy of others around you - Voice level 1 - Report messes or dangerous behavior immediately 	<ul style="list-style-type: none"> - Always use a hall pass during class time - Use toilet paper and paper towels as intended - Keep feet on the floor - Keep water in the sink - Flush toilet after use 	<ul style="list-style-type: none"> - Wash hands with soap and water - Voices off in the bathroom - Return to class promptly with a pass - Tell an adult if supplies in the bathroom are out, or if the bathroom needs to be cleaned
Special events and assemblies	<ul style="list-style-type: none"> -Leave belongings in your classroom -Walk to and from gym quietly -Eyes on performer or speaker -Applaud at appropriate times -Voice level: Spirit assemblies – 4 (except when speaker is speaking), Performance/speaker assemblies – 0 (with applause for performers as appropriate) -Use only positive, encouraging words when yelling at a spirit assembly - Wait for dismissal signal 	<ul style="list-style-type: none"> - Leave electronics in the classroom - Sit on your bottom - Follow adult directions - Walk carefully up and down the bleachers - Walk facing forward with your hands at your side - Use bathroom before or after assembly - Enter and exit bleachers according to given procedures 	<ul style="list-style-type: none"> - Enter and exit quietly - Sit in assigned areas - Focus and think about the presentation - Enter and exit one row at a time
Technology	<ul style="list-style-type: none"> - Only positive interaction with other students - Care for your device and handle device with care - Be a good digital citizen 	<ul style="list-style-type: none"> - Stay on approved sites - Only school related work - Food or drink should be placed far away from all technology - Keep passwords and other personal information to yourself - Be aware that account activity from home is still school-related 	<ul style="list-style-type: none"> - Report uncomfortable/inappropriate content - Be creative and persistent in technology issues <p style="text-align: right;">Page 157 of 272</p>

PLAGIARISM POLICY

PHILOSOPHY:

The View Ridge Middle School community supports honesty and integrity. Honesty supports intellectual growth and creates a fair learning environment. In an environment of honesty and integrity the work we turn in as our own is our own. VRMS firmly believes that cheating denies the value of education, damages the ethical character of the individual student, and undermines the integrity of our school community. The Plagiarism Policy affirms that we value learning for its own sake, and that we therefore demand personal integrity and intellectual honesty in all academic work.

DEFINITION:

Plagiarism - “The use of someone’s words, thoughts, or ideas without giving credit or citing the source. It is wrong to pass off someone else’s ideas and work as your own, and in some cases, it is illegal.” (No Place for Plagiarism)

You are expected to act with academic integrity. This means that you:

- take full credit for your own work, and give full credit to others who have helped you or influenced you, or whose work you have incorporated into your own.
- represent your own work honestly and accurately.
- report plagiarism or cheating to a teacher, counselor, or administrator.

What is cheating?

Cheating is defined as attempting to gain credit or improved grades for yourself or others through the use of any unauthorized or deceptive means.

Some examples of what cheating/plagiarism looks like:

- Presenting information collected, organized, or envisioned by someone else as your own (with or without the author’s permission).
- Allowing someone else to present your work as his or her own.
- Using forbidden material to “help” during an exam, such as cheat sheets, calculators, or phones.
- Asking about or sharing questions and/or answers to quizzes and exams.
- Submitting the same work for more than one assignment without teacher(s) permission.
- Altering corrections or scores with the intent of changing your grade.
- Misrepresenting yourself in any way to your teachers in regard to the work you have done, such as saying you’ve turned in an assignment when you did not, or that you’ve worked hours longer than you actually did to complete an assignment.

STUDENT AND PARENT RESPONSIBILITIES:

Students’ Responsibilities –

- Read and know the school’s Plagiarism Policy. Page 158 of 272
- Report to the teacher if cheating is taking place and how it is being done.
- Do not copy homework or let someone else copy your homework.

- Only work with others when the teacher has specifically given permission.
- Take responsibility for doing your fair share on a collaborative assignment.
- On papers, do not summarize, paraphrase or quote without proper citation.
- During tests and quizzes, keep your paper covered and your eyes on your own paper.
- Do not talk during a test except to a teacher.

Parent Responsibilities:

- Read and know the school's Plagiarism Policy.
- Help the student understand you value academic integrity and expect the student to comply with the school's Plagiarism Policy.
- Support the consequences if the Plagiarism Policy is violated.
- Require students to do their own work.
- When helping students with assignments, ensure that their work remains their own.
- Copy and pasting text verbatim without quoting and citing the author directly in the accompanying text

PROCEDURES AND CONSEQUENCES:

First Offense –

- The teacher writes a referral to the administration for violating the Plagiarism Policy.
- After an investigation by the teacher and/or the administrator (if needed), a contact with the parent and student will occur.
- The student who committed plagiarism, will receive no grade on the plagiarized assignment. They will be required to redo the assignment.
- Committing plagiarism will lead to a “-” grade for expectations that week may influence academic eligibility or participation in school activities.

Continued Offenses -

- Repeated offenses of the Plagiarism Policy will result in loss of all credit for that assignment with no option to make up the points.

Policy adapted from Ridgefield High School Academic Integrity Policy.

NOTICE OF NONDISCRIMINATION

Ridgefield School District No.122 complies with all state and federal rules and regulations and provides equal opportunity in programs and employment and does not unlawfully discriminate on the basis of race, color, national origin/language, marital status, HIV/Hepatitis C status, sex, sexual orientation-including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability, and provides equal access to the Boy Scouts of America and other designated youth groups. Ridgefield School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services, bilingual education or inquiries regarding compliance procedures, contact Chris Griffith, Title IX/Section 504/ADA Coordinator, 2724 S. Hillhurst Road, Ridgefield, WA 98642, (360) 619-1305, or by email at chris.griffith@ridgefieldsd.org

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint (see below). For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3210)

SEXUAL HARASSMENT

Students and staff are protected against sexual harassment by anyone in any school program or activity, including on the school campus, on the school bus, or off-campus during a school-sponsored activity. Sexual harassment is unwelcome behavior or communication that is sexual in nature when:

- A student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, a place on a sports team, or any educational or employment decision, or
- The conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment.

Examples of Sexual Harassment:

- Pressuring a person for sexual favors
- Unwelcome touching of a sexual nature
- Writing graffiti of a sexual nature
- Distributing sexually explicit texts, e-mails, or pictures
- Making sexual jokes, rumors, or suggestive remarks
- Physical violence, including rape and sexual assault

You can report sexual harassment to any school staff member or to the district's Title IX Officer, who is listed above. You also have the right to file a complaint (see below). For a copy of your district's sexual harassment procedure, contact the school or district office, or view it online here: <http://ridgefieldwa.apptegy.us/o/district/browse/4811> (Policy 3205)

COMPLAINT OPTIONS: DISCRIMINATION AND SEXUAL HARASSMENT

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint. Before filing a complaint, you can discuss your concerns with your principal or with the school district's Section 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to revolve your concerns.

Complaint to the School District

Step 1. Write Our Your Complaint In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.

Step 2. School District Investigates Your Complaint. Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.

Step 3. School District Responds to Your Complaint In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

Appeal to the School District

If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

Complaint to OSPI

If you do not agree with the school district's appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district's complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly. You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your

written complaint to the Equity and Civil Rights Office at OSPI: Email: Equity@k12.wa.us | Fax: 360-664-2967 Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200 For more information, visit www.k12.wa.us/Equity/Complaints.aspx, or contact OSPI's Equity and Civil Rights Office at 360-725-6162/TTY: 360-664-3631 or by e-mail at equity@k12.wa.us. Other Discrimination Complaint Options Office for Civil Rights, U.S. Department of Education 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr Washington State Human Rights Commission 1-800-233-3247 | TTY: 1-800-300-7525 | www.hum.wa.gov

MENTAL AND EMOTIONAL HEALTH RESOURCES

At View Ridge Middle School, we are committed to supporting the academic success and social, emotional, and mental well-being of all students. If you are in need of support and would like help, we suggest the following:

- Talk to an adult you trust in your family or community, such as your parents or religious leader.
- Talk to an adult you trust at school, such as a teacher, counselor, nurse, intervention specialist, or principal.
- Call one or more of the places listed below for emotional support and to find where to get help.

Clark County Crisis Line	(360) 696-9560
National Suicide Prevention Lifeline	(800) 273-TALK (8255)
National Sexual Assault Hotline	(800) 656-HOPE (4673)
Teen Link (teen volunteers, 6-10 pm)	(866) 833-6546 www.866TEENLINK.org
24-hour Suicide Crisis Text Line	Text "GO" to 741-741

Adapted from www.askhys.net (Health Youth Survey)

Regular Bell Schedule

Period	1st Lunch	2nd Lunch	Period
1	8:05-9:01	8:05-9:01	1
WIN Time	9:05-9:30	9:05-9:30	WIN Time
2	9:34-10:25	9:34-10:25	2
3	10:29-11:20	10:29-11:20	3
Lunch	11:20-11:50	11:24-12:15	4
4	11:54-12:45	12:15-12:45	Lunch
5	12:49-1:40	12:49-1:40	5
6	1:44-2:35	1:44-2:35	6

Wednesday Schedule (Collaboration / Success Time)

Period	1st Lunch	2nd Lunch	Period
1	9:05-9:48	9:05-9:48	1
Success Time	9:52-10:17	9:52-10:17	Success Time
2	10:21-11:03	10:21-11:03	2
3	11:07-11:49	11:07-11:49	3
Lunch	11:49-12:19	11:53-12:35	4
4	12:23-1:05	12:35-1:05	Lunch
5	1:09-1:50	1:09-1:50	5
6	1:54-2:35	1:54-2:35	6



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

A. Board Members

Recommended Action:

Approve	Disapprove	Table	No Action Required
			XXX

Department Head:  Superintendent: 



Board Agenda Item

Agenda Item Number: VII.

Meeting Date: 07/13/2021

Item: Public Hearing

Submitted By: Paula McCoy, Director of Business Services

Will Be Presented By: Dr. Nathan McCann, Superintendent

- A. Open Public Hearing on Proposed Changes to the Capital Fund Budget for 2020-2021
- B. Public Comment on Proposed Changes to the Capital Fund Budget for 2020-2021
- C. Close Public Hearing
- D. Board Discussion

Recommended Action:

Approve	Disapprove	Table	No Action Required
			XXX

Department Head: Superintendent:

Ridgefield School District No.122

Summary of Certified Excess Levies for 2021 Collection

	General Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund
A. Excess levy amount approved by voters for 2021 collection	7,065,957			
B. Rollback mandated by school district Board of Directors 1/	753,519			
C. Excess levy amount for 2021 collection after rollback	6,312,438	7,300,000	0	0

1/ Rollbacks of levies need to be certified pursuant to RCW 84.52.020. Please do not include such resolutions as part of this document.

Ridgefield School District No.122

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
REVENUES AND OTHER FINANCING SOURCES			
1000 Local Taxes	0	0	0
2000 Local Nontax Support	2,068,000	4,554,178	6,622,178
3000 State, General Purpose	0	0	0
4000 State, Special Purpose	0	154,788	154,788
5000 Federal, General Purpose	0	0	0
6000 Federal, Special Purpose	0	0	0
7000 Revenues from Other School Districts	0	0	0
8000 Revenues from Other Entities	114,862	0	114,862
9000 Other Financing Sources	145,000	0	145,000
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	2,327,862	4,708,966	7,036,828
EXPENDITURES			
10 Sites	3,500,000	5,000,000	8,500,000
20 Buildings	4,204,000	0	4,204,000
30 Equipment	95,000	0	95,000
40 Energy	0	0	0
50 Sales and Lease Expenditures	0	0	0
60 Bond Issuance Expenditures	0	0	0
90 Debt Expenditures	0	0	0
B. TOTAL EXPENDITURES	7,799,000	5,000,000	12,799,000
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	0	0	0
D. OTHER FINANCING USES (G.L.535) 2/	0	0	0
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-5,471,138	-291,034	-5,762,172
BEGINNING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0
G.L.862 Committed from Levy Proceeds	0	0	Page 168 of 272
G.L.863 Restricted from State Proceeds	0	106,646	106,646

Ridgefield School District No.122

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
G.L.864 Restricted from Federal Proceeds	0	0	0
G.L.865 Restricted from Other Proceeds	0	0	0
G.L.866 Restricted from Impact Fee Proceeds	5,500,000	2,263,431	7,763,431
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0
G.L.870 Committed to Other Purposes	1,500,000	0	1,500,000
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	-57,240	-57,240
F. TOTAL BEGINNING FUND BALANCE	7,000,000	2,312,837	9,312,837
G. G.L.898 PRIOR YEAR CORRECTIONS OR RESTATEMENTS(+ OR -)	XXXXX	XXXXX	XXXXX
ENDING FUND BALANCE			
G.L.810 Restricted for Other Items	0	0	0
G.L.825 Restricted for Skill Center	0	0	0
G.L.830 Restricted for Debt Service	0	0	0
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items	0	0	0
G.L.835 Restricted for Arbitrage Rebate	0	0	0
G.L.850 Restricted for Uninsured Risks	0	0	0
G.L.861 Restricted from Bond Proceeds	0	0	0
G.L.862 Committed from Levy Proceeds	0	0	0
G.L.863 Restricted from State Proceeds	0	106,646	106,646
G.L.864 Restricted from Federal Proceeds	0	0	0
G.L.865 Restricted from Other Proceeds	0	0	0
G.L.866 Restricted from Impact Fee Proceeds	28,862	1,915,157	1,944,019
G.L.867 Restricted from Mitigation Fee Proceeds	0	0	0
G.L.869 Restricted from Undistributed Proceeds	0	0	0
G.L.870 Committed to Other Purposes	1,500,000	0	1,500,000
G.L.889 Assigned to Fund Purposes	0	0	0
G.L.890 Unassigned Fund Balance	0	0	0
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	1,528,862	2,021,803	3,550,665

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

2/ G.L.535 is an account that is used to summarize actions for other financing uses such as long-term financing and debt extinguishments. Nonvoted debts may be serviced in the Debt Service Fund (DSF) rather than in the fund that received the debt proceeds. In order to provide the Page 169 of 272 to retire the debt, a transfer is used by the General Fund, Capital Projects Fund, or Transportation Vehicle Fund to transfer resources to the DSF.

Ridgefield School District No.122

CAPITAL PROJECTS FUND BUDGET--REVENUES AND OTHER FINANCING SOURCES

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
LOCAL TAXES			
1100 Local Property Tax	0	0	0
1300 Sale of Tax Title Property	0	0	0
1400 Local in lieu of Taxes	0	0	0
1500 Timber Excise Tax	0	0	0
1600 County-Administered Forests	0	0	0
1900 Other Local Taxes	0	0	0
1000 TOTAL LOCAL TAXES	0	0	0
LOCAL SUPPORT NONTAX			
2200 Sales of Goods, Supplies, and Services, Unassigned	0	0	0
2300 Investment Earnings	68,000	25,000	93,000
2400 Interfund Loan Interest Earnings	0	0	0
2450 Other Interest Earnings	0	0	0
2500 Gifts and Donations	0	0	0
2600 Fines and Damages	0	0	0
2700 Rentals and Leases	0	0	0
2800 Insurance Recoveries	0	0	0
2900 Local Support Nontax, Unassigned	2,000,000	4,500,000	6,500,000
2910 E-Rate	0	29,178	29,178
2000 TOTAL LOCAL NONTAX SUPPORT	2,068,000	4,554,178	6,622,178
STATE, GENERAL PURPOSE			
3600 State Forests	0	0	0
3900 Other State General Purpose, Unassigned	0	0	0
3000 TOTAL STATE, GENERAL PURPOSE	0	0	0
STATE, SPECIAL PURPOSE			
4100 Special Purpose, Unassigned	0	0	0
4130 State Matching Funding Assistance, Paid Direct to Districts	0	154,788	154,788
4230 State Matching Funding Assistance, Paid Direct to Contractors	0	0	0
4300 Other State Agencies, Unassigned	0	0	0
4330 State Matching Funding Assistance - - Other	0	0	0
4000 TOTAL STATE, SPECIAL PURPOSE	0	154,788	154,788
FEDERAL, GENERAL PURPOSE			
5200 General Purpose Direct Federal Grants, Unassigned	0	0	0
5300 Impact Aid, Maintenance and Operation	0	0	0

Ridgefield School District No.122

CAPITAL PROJECTS FUND BUDGET--REVENUES AND OTHER FINANCING SOURCES

	(1) Current Budget	(2) Current Year Change	(3) Revised Budget
5400 Federal in lieu of Taxes	0	0	0
5500 Federal Forests	0	0	0
5600 Qualified Bond Interest Credit-Federal	0	0	0
5000 TOTAL FEDERAL, GENERAL PURPOSE	0	0	0
FEDERAL, SPECIAL PURPOSE			
6140 Impact Aid-Construction	0	0	0
6200 Direct Special Purpose Grants	0	0	0
6240 Impact Aid-Construction	0	0	0
6300 Federal Grants Through Other Agencies, Unassigned	0	0	0
6340 Impact Aid-Construction	0	0	0
6000 TOTAL FEDERAL, SPECIAL PURPOSE	0	0	0
REVENUES FROM OTHER SCHOOL DISTRICTS			
7100 Program Participation, Unassigned	0	0	0
7000 TOTAL REVENUES FROM OTHER SCHOOL DISTRICTS	0	0	0
REVENUES FROM OTHER ENTITIES			
8100 Governmental Entities	114,862	0	114,862
8500 Nonfederal ESD	0	0	0
8000 TOTAL REVENUES FROM OTHER ENTITIES	114,862	0	114,862
OTHER FINANCING SOURCES			
9100 Sale of Bonds	0	0	0
9200 Sale of Real Property	0	0	0
9300 Sale of Equipment	0	0	0
9400 Compensated Loss of Fixed Assets	0	0	0
9500 Long-Term Financing	0	0	0
9900 Transfers	0	0	0
9901 Transfers (local resources)	145,000	0	145,000
9000 TOTAL OTHER FINANCING SOURCES	145,000	0	145,000
TOTAL REVENUES AND OTHER FINANCING SOURCES	2,327,862	4,708,966	7,036,828

Ridgefield School District No.122

CAPITAL PROJECTS FUND--PROJECT DESCRIPTION FOR FY 2020-2021

Project Description	TOTAL	(10) Sites	(20) Buildings	(30) Equipment	(35) Instruction Technology	(40) Energy	(50) Sales and Lease Expenditure	(60) Bond Issuance Expenditure	(90) Debt
20-21 Modular Classrooms	1,095,000	0	1,000,000	65,000	30,000	0	0	0	0
KWRL Capital Contribution	39,000	0	39,000	0	0	0	0	0	0
New K-4 Elementary	4,665,000	1,500,000	3,165,000	0	0	0	0	0	0
New Land Purchase	7,000,000	7,000,000	0	0	0	0	0	0	0
TOTAL EXPENDITURES	12,799,000	8,500,000	4,204,000	65,000	30,000	0	0	0	0



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

Comments from the public are invited relating to agenda items and non agenda items. Anyone wishing to comment must submit an [Audience Participation](#) form by 4:00 pm on the day of the Board Meeting, and be present on the Live Zoom meeting or [register](#) to attend the meeting in person. Public comments are limited to 3 minutes per person up to 30 minutes total. The Board is precluded from discussing or acting on items raised by public comment, which are not already on the agenda. Speakers may offer objective criticism of district operations and programs, but the Board will not hear any complaints concerning specific district personnel. The Board President will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals. Board Policy File No. 1430

Recommended Action:

Approve	Disapprove	Table	No Action Required
			XXX

Department Head:  Superintendent: 



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

A. Approve Resolution No. 2020-2021-015 Authorization of the Budget Extension Request for the Capital Projects Fund

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: **Paula McCoy**

SUBJECT: Resolution 2020-2021-015 – Authorization of the Budget Extension Request for the Capital Projects Fund

DATE: **July 7, 2021**

TYPE: Informational

Background:

The District plans to start sitework this summer on the new K-4 elementary school in preparation for the next bond. Additionally, the District has incurred additional expenditures tied to the construction of Wisdom Ridge Academy. Both projects were not included in the original budget that was board approved last August. The District has sufficient resources available in the Capital Projects fund to cover both projects. State law requires the District to seek board approval when anticipated expenditures are likely to exceed the original budget. The District is requesting to increase the budget for the Capital Projects fund by \$5,000,000 to accommodate these two projects.

Recommendation: We recommend the approval of Resolution 2020-2021-015 – Authorization of the Budget Extension Request for the Capital Projects Fund.

RIDGEFIELD SCHOOL DISTRICT NO. 122
BOARD OF DIRECTORS
RESOLUTION NO. 2020-2021-015

Authorization of the Budget Extension Request for the Capital Projects Fund

WHEREAS, WAC 392-123-071 through 392-123-074 and WAC 392-123-078 permits a first-class district board of directors to petition OSPI to increase the amount of appropriation from any fund; and

WHEREAS, the Capital Projects Fund of the Ridgefield School District No. 122 has unexpected and unanticipated expenditures for the 2020-2021 school year as a result of construction costs tied to the new K-4 elementary school site and Wisdom Ridge Academy; and

WHEREAS, the Capital Projects Fund beginning fund balance and anticipated revenues is sufficient to provide for the \$5,000,000 in additional expenditures.

THEREFORE, BE IT FURTHER RESOLVED by the Ridgefield School District Board of Directors petition OSPI to increase the 2020-2021 Capital Projects Fund appropriation by \$5,000,000, from \$7,799,000 to \$12,799,000.

ADOPTED by the Board of Directors of Ridgefield School District No. 122, Clark County Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 13th day of July, 2021, the following Directors being present and voting in favor of the resolution:

Attest:

RIDGEFIELD SCHOOL DISTRICT NO.122
BOARD OF DIRECTORS

Dr. Nathan McCann, Superintendent

Joe Vance, President
Director District 2

Becky Greenwald, Vice President
Director District 4

Emily Enquist
Director District 1

Brett Jones
Director District 3

Zenya Bringhurst
Director District 5



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

B. Approve PPC Agreement for the 2021-2022 School Year

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: **Paula McCoy**

SUBJECT: Phoenix Protection Contract Renewal

DATE: **June 16, 2021**

TYPE: Informational

Background:

The District received a renewal from Phoenix Protection for District-wide security services. The renewal increase is equal to the Consumer Price Index (CPI) inflationary measure of 3.1%

Recommendation: We recommend the approval of the contract with Phoenix Protection for District-Wide Security Services for the 2021-22 school year.



**PPC SOLUTIONS, INC.
SECURITY SERVICE AGREEMENT**

This agreement is entered into between Ridgefield School District, 510 Pioneer St, Ridgefield, Washington, 98642 phone (360) 619-1302 nathan.mccann@ridgefieldsd.org (“Client”) and PPC Solutions, Inc. (“Supplier”).

1. **Scope of Service.** Supplier agrees to provide uniformed security services for Client, consistent with operating procedures approved by Client.

Dates of service	August 1 st , 2021 – July 31 st 2022
Number of security officer (s)	2 (As requested)
Days of week/Hours of Coverage	Monday – Friday, Hours to be determined based on school needs (All additional coverage must be authorized by the District Office via email.
Type of Coverage	2- District School Security Officers (DSSOs)
Hourly Rate (Per Officer)	2 DSSO – Monthly - \$11263.20 (5631.60) per DSSO) (Based on \$32.49 per hour, per officer) OT rate billed at 150% of regular rates
Site Location	Ridgefield High School & Sunset/View Ridge School
Billing Frequency (Weekly/Semi Monthly or Monthly)	Monthly

****Overtime/Holiday Rate.** Client will pay for work performed on state or federal holidays (including, but not limited to New Year’s Day, President’s Day, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving, and Christmas) at one hundred fifty percent (150%) of the Hourly Rate.

2. **Special Duty Assignment.** In the event Client requests an emergency, extra, or special duty assignment with less than twenty-four (24) hours notice to Supplier, Client will pay one hundred fifty percent (150%) of the Hourly Rate. Client will also pay a minimum of five (5) hours for any emergency, extra, or special duty assignments.

3. **Duration of Agreement.** The term of this Agreement shall be for the “Dates of service.” The duration may be extended by mutual oral agreement.

4. **Duties of Client.** Client will promptly notify Supplier of any specific work site issues, safety issues, or suspicious activities observed by Client and/or its agents and employees.

5. Relationship between Supplier and Client. Supplier is an independent contractor. Supplier and Client are not joint ventures, partners, or principal and agent.

6. Termination. Either party may terminate this Agreement upon thirty (30) days' prior written notice to the other party. In the event of nonpayment or untimely payment by Client, Supplier may terminate this Agreement on two (2) days' written notice.

7. Payment. Client will pay Supplier within 30 days of the invoice date. In the event Client fails to pay on time, Client agrees to pay a one percent (1.5%) finance charge for each month or portion of month during which invoice is not timely paid. Payment and notices to PPC Solutions, Inc. will be sent first class mail, with proper postage attached to:

PPC Solutions, Inc.
18303 E. Appleway Ave.
Spokane Valley, WA, 99016

8. Insurance. Supplier will maintain a policy of general liability insurance (with endorsements and/or limitations) with coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.

9. Worker's Compensation. Supplier will maintain Worker's Compensation coverage in accordance with applicable state requirements.

10. Indemnification. Supplier agrees to defend, indemnify, and hold harmless Client, its officers, directors, and employees from any and all claims, demands, losses, lawsuits, and other legal proceedings, including without limitation, judgments, for any negligent act or omission of Supplier while on or about Client's property. In no event will Supplier indemnify Client for Client's own negligence, concurrent negligence, or misconduct, or for a criminal act perpetrated by a third party. Client agrees to defend, indemnify, and hold harmless Supplier, its officers, directors, and employees from any and all claims, demands, losses, lawsuits, and other legal proceedings, including without limitation, judgments, for any negligent act or omission of Client on or about Client's property. In no event will Client indemnify Supplier for Supplier's own negligence or misconduct, or for a criminal act perpetrated by a third party. Nothing in this Agreement creates a liability to or a right of indemnification in any third party unless specifically identified in this paragraph. This paragraph shall survive the duration, expiration, or termination of this Agreement.

11. **Warranty Disclaimer. There are no warranties which extend beyond the description on the face on this Agreement. Supplier disclaims all other express warranties and all implied warranties, including without limitation, any warranty of merchantability and/or fitness for a particular purpose.**

12. Consequential Loss Limitation. In no event will Supplier be liable for any consequential losses suffered by Client.

13. No Third-Party Beneficiaries. This Agreement is solely for the benefit of Client and Supplier. This Agreement does not create any third-party beneficiaries.

14. Assignment. The rights and obligations of the parties hereto shall insure to the benefit of, be binding upon, and enforceable against, the parties' respective successors and assigns.

15. Integration Clause. This Agreement sets forth the entire agreement between the parties and supersedes all prior written and oral discussions, representations, and/or agreements. Except for paragraph three (duration of service), this Agreement shall only be amended in writing, signed by both Client and Supplier.

16. Counterparts. This Agreement may be signed in more than one counterpart, in which case each counterpart shall constitute an original of this Agreement. Signatures exchanged by facsimile or other electronic transmission shall be deemed to be the same as originals.

17. Choice of Law/Venue. This Agreement shall be governed by the laws of the State of Washington, without reference to Washington's choice of law principles. In the event of any dispute arising out of this Agreement, the parties agree that jurisdiction and venue shall be exclusively in Spokane County, Washington. Client waives any objection to personal jurisdiction in Washington State or to venue in Spokane, Washington.

18. Prevailing Party Attorney Fees. In the event of any dispute arising out this Agreement, the court shall award the substantially prevailing party reasonable attorney fees, all expenses, and all costs, in addition to all other appropriate relief.

Client Signature: _____ Print Name: _____

Title: _____ Date: _____

PPC Solutions, Inc.

Rep. Signature: _____ Print Name: _____

Title: _____ Date: _____



Board Agenda Item

Agenda Item Number: VIII. C Meeting Date: 07/13/21

Item: Approve Interlocal Agreement between Ridgefield School District and La Center School District for the Placement of an Out of District Student



Submitted By: Dr. Michael Baskette, Executive Director of Student Services

Will Be Presented By: Dr. Nathan McCann, Superintendent

C. Approve Interlocal Agreement between Ridgefield School District and LaCenter School District for the Placement of an Out of District Student

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 

**Ridgefield
School District**

**AGREEMENT
WITH RIDGEFIELD SCHOOL DISTRICT FOR THE
PLACEMENT OF AN OUT-DISTRICT STUDENT**

The parties of this Agreement are Ridgefield School District ("RSD") and Home District. It is agreed by RSD and Home District hereto as follows:

I. PURPOSE

The purpose of this Agreement is to establish a fee for service agreement, which will permit student(s), whose unique academic and behavioral needs cannot be met in their last placement, to be placed at a RSD program, and to establish the rights and responsibilities of each party to this Agreement.

II. TERM OF COOPERATIVE AGREEMENT

The term of this agreement shall be for the ~~202119~~-202~~20~~ school year, specifically from the date the agreement is signed by all parties, until the last day of school in June, 202~~20~~, unless the school year is designated to be lengthened to make up for snow days, in which event the last day of the lengthened school year will be the last day of this agreement. Notwithstanding the foregoing this Agreement may be terminated before the end of the school year in accordance with paragraph VII below.

III. LOCATION OF FACILITIES

View Ridge Middle Schools are located at
3215 S. Hillhurst Rd, Ridgefield, Washington 98642.

IV. RESPONSIBILITIES OF HOME DISTRICT

- A. Student shall at all times be deemed a resident of Home District for educational purposes.
- B. In the event a due process hearing request, state complaint, or citizen's complaint is filed on behalf of student, Home District shall be deemed the local educational agency (LEA).
- C. Home district waives any and all legal right to force a continuation of student's placement at RSD beyond the termination of this Agreement, including without limitation, any right to invoke the "stay put" rule under the Individuals with Disabilities Education Act by filing a due process complaints or to initiate any other administrative or judicial action to prevent or delay termination of the placement.
- D. Home District shall have full responsibility for the students evaluation, development and process

- E. During the term of this Agreement, all IEP meetings shall be held at RSD. For all such meetings, Home District shall be invited and expected to attend in order to act as the district representative.
- F. Home District shall develop, with input from RSD personnel, a transition plan for the student's transition to the RSD program.
- G. The agreed fee for service under this Agreement shall be Fifty-One Thousand One Hundred and Seventy and 00/100 (\$51,170) Dollars for a full school year. In the event the student requires the need for 1 on 1 Para support, the Home District agrees to pay an additional Fifty-One Thousand One Hundred and Seventy and 00/100 (\$51,170) for a full school year. Home District shall pay to RSD the agreed fee for services on a monthly basis, due payable on the 15th each month. RSD will prorate charges on a monthly basis billed based upon 1/10th of the annual amount owed in the event service needs change during the course of the contract period.

V. RESPONSIBILITIES OF RSD

- A. RSD will cooperate with the Home District administration and special education staff in maintaining individual student Individualized Education Program data collection and follow-up information on Student.
- B. RSD will share progress reports with the parents on a semester basis, and respond in a timely manner for requests for information regarding student.
- C. RSD will implement the accommodations and specially designed instruction for students in accordance with the student's Individualized Education Program.
- D. RSD will count students attending RSD on the P223/P223H and will receive the appropriate state basic education revenue funds.
- E. RSD shall not employ any person who has pled guilty or been convicted of any felony crime involving the physical neglect, injury, death or sexual abuse or exploitation of a minor. Failure of RSD to comply with this section shall be grounds for Home District to immediately terminate this contract.
- F. RSD will protect the educational records of Home District student/s and the privacy of the parent and student at all times in accordance with the Family Educational Rights and Privacy Act.
- G. RSD shall provide transportation of student to and from RSD and assumes full responsibility for all costs associated with such transportation.

VI. TERMINATION

- A. This agreement may be mutually terminated by written agreement of Home District and RSD with a two-week written notice.
- B. With two weeks of written notice to Home District, this agreement may be unilaterally terminated by RSD for safety reasons of the student, other students, or staff, or because RSD cannot meet the needs of the student.

VII. AMENDMENT

This Agreement may be amended only by mutual written agreement of all parties during the 2021-2022 school year.

VIII. INDEMNIFICATION

- A. Home District agrees to indemnify and to hold harmless RSD, its officers, agents and employees, from any and all claims and losses resulting from RSD's performance of the contract and from any and all claims and losses resulting to any person who may be injured or damaged by the actions and/or conduct of Student.
- B. RSD agrees to indemnify and hold harmless Home District, its officers, agents, and employees, from any and all claims and losses resulting from the Home District performance of the contract.

IX. APPLICABLE LAW

This contract has been and shall be construed as having been formed and delivered within the State of Washington and it is mutually understood and agreed by each party hereto that this contract shall be governed by laws of the State of Washington, both as to interpretation and performance.

X. WAIVER AND SEVERABILITY

No provision of this Agreement or the right to receive reasonable performance of any act called for by its terms shall be deemed waived by a waiver of a breach thereof as to a particular transaction or occurrence.


In any terms or conditions of this Agreement or application thereof to any person or circumstance are held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement which can be given effect without the invalid term, condition, or application; to this end, the terms and conditions of this Agreement are declared severable.

XI. WHOLE AGREEMENT

The parties acknowledge that they have read and understand this Agreement, including any supplements or attachments thereto, and do agree thereto in every particular. The parties further agree that this Agreement together with all appendices constitutes the entire agreement between the parties and supersedes all communications, written or oral, heretofore related to the subject matter of this Agreement

RIDGEFIELD SCHOOL DISTRICT

Home District La Center

By: 

Superintendent or Designee

By: _____
Superintendent or Designee

Date: 6/18/21

Date: _____



Board Agenda Item

Agenda Item Number: VIII. D Meeting Date: 07/13/21

Item: Approve the Consultant Services Agreement between Ridgefield School District No. 122 and R&C Management Group LLC

Submitted By: Dr. Nathan McCann, Superintendent

Will Be Presented By: Dr. Nathan McCann, Superintendent

D. Approve Consultant Services Agreement between Ridgefield School District No. 122 and R&C Management Group, LLC

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head: Superintendent:



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: **Paula McCoy**

SUBJECT: Consultant Services Agreement

DATE: **June 16, 2021**

TYPE: Informational

Background:

The District needs to extend its agreement with R&C Management for construction project management as we seek to begin initial site work at the site of RSD's third elementary school.

Recommendation: We recommend the approval of the Consultant Services Agreement between Ridgefield School District and R&C Management Services.

**CONSULTANT SERVICES AGREEMENT
BETWEEN
RIDGEFIELD SCHOOL DISTRICT NO. 122
AND
R&C MANAGEMENT GROUP, LLC**

THIS CONSULTANT SERVICES AGREEMENT (“Agreement”) is made by and between the Ridgefield School District No. 122, a Washington quasi-municipal corporation (“District”), and R&C Management Group, an Oregon limited-liability company (“Consultant”).

WHEREAS, the District desires to have certain services performed requiring specialized skills as set forth below; and

WHEREAS, Consultant represents that it is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises set forth below, the parties agree as follows:

1. **Purpose.** The purpose of this Agreement is for Consultant to provide construction-management services in furtherance of the new District elementary school project located at Clark County Parcel No. 214214002 during design and construction phases (the “Project”).

2. **Scope of Services.**

2.1 Consultant will provide professional services as defined in Exhibit “A,” dated February 4, 2020, which is hereby incorporated into this Agreement by reference.

2.2 The District may modify this Agreement and order changes in the services whenever it determines necessary or advisable; provided, however, that the District will remain responsible for payment of Consultant for authorized work already properly performed pursuant to this Agreement prior to the modification. Consultant will accept such modification when ordered in writing by the District’s authorized representative, who will be the superintendent or his/her designee.

2.3 Consultant will communicate about performance of the services with the District, District personnel, consultants retained by the District, and District contractors performing services related to the Project following communication procedures established by the District or its designee.

3. **Period of Performance.** Consultant will commence providing the services identified in Section 2 upon receipt of a “Notice to Proceed” furnished by the District or its designee. Consultant will complete performance of all services pursuant to this Agreement by December 31, 2021.

4. **Compensation.**

4.1 Total compensation payable to Consultant for satisfactory performance of the services under this Agreement (inclusive of reimbursable expenses) will be One-Million, Ten-Thousand, Six-Hundred and Eighty-One Dollars (\$1,010,681). This amount does not include local, state, or federal sales taxes or duties with respect to the services, which will be assumed and paid for by the District. Payment details are shown on Exhibit "A.1," which is hereby incorporated by reference.

4.2 Compensation for modifications or changes to the scope of services made per Section 2.2 will be as mutually agreed between the parties. If any other additional work is required beyond the services described in Section 2, such work must be approved in advance in writing by the District and will be compensated at the rates specified in Exhibit "B", which is hereby incorporated by reference.

4.3 Consultant will make such revisions to the work as necessary to correct errors or omissions appearing therein when required to do so by the District without additional compensation.

4.4 No payment will be made for any services provided by the Consultant except for those identified and set forth in this Agreement.

5. **Relationship of the Parties.**

5.1 **Independent Contractor.** The parties agree that Consultant is an independent contractor of the District. The District is interested only in the results to be achieved, and the right to control the particular manner, method, and means in which the services are performed is solely within the discretion of Consultant. Nothing contained in this Agreement will be construed to create the relationship of employer and employee, principal and agent, partnership or joint venture, or any other fiduciary relationship between the District and Consultant, or between the District and the Consultant's employees, agents, or independent contractors. The Consultant and its employees, agents, or independent contractors do not have authority to act as agent for, or on behalf of, the District, to represent the District, or to bind the District in any manner. The Consultant's personnel will be employees, agents, or independent contractors of Consultant. The Consultant will be solely responsible for the activities of its employees, agents, independent contractors, and their employees or agents acting in the course of their employment. The District will have no duty or responsibility to withhold income tax or social security tax, or pay workers' compensation insurance premiums, unemployment compensation, or any fringe benefit incident to relations between the Consultant and any of its personnel.

5.2 **Substitution of Personnel.** Consultant and the District have no present intention to substitute personnel, and the parties will endeavor to minimize substitutions and maintain continuity of personnel, but each reserves the right to substitute its personnel for the purpose of carrying out its responsibilities under this Agreement. Such substitution by the Consultant will be subject to the approval of the District, which approval will not be unreasonably withheld. If the Consultant substitutes personnel, it will not charge the District for any extra costs incurred thereby, including without limitation costs incurred to familiarize new personnel with the Project. If requested by the District, the Consultant will remove from performing the services, without cost to the District or delay to the services, any person whose removal the District reasonably requests.

6. **Assignment and Subcontracting.**

6.1 Neither party will transfer or assign, in whole or in part, any or all of its obligations and rights hereunder without the prior written consent of the other party.

6.2 Neither the Consultant nor any Subconsultant, as defined below, will enter into any subcontract for any of the work contemplated under this Agreement without obtaining prior written approval of the District. In no event will the existence of a subcontract operate to release or reduce the liability of Consultant to the District for any breach in the performance of the Consultant's duties under this Agreement. This Section 6.2 does not prohibit Consultant from entering into employment contracts with its employees who will perform work on behalf of Consultant in furtherance of the Project. For purposes of this Agreement, the term "Subconsultant" means a person, other than an employee of the Consultant, who will perform all or part of the services described in this Agreement pursuant to a subcontractor agreement with the Consultant. The term "Subconsultant" includes Subconsultants in any tier.

6.3 Consultant agrees that any agreement between the Consultant and a Subconsultant to perform work in furtherance of the Project will contain terms consistent with this Agreement. Without limiting the foregoing, such agreements will include provisions substantially similar to Sections 12-13 herein.

7. **Termination.**

7.1 **Termination by the District for Cause.**

7.1 If the Consultant breaches any provision of this Agreement, and if such breach is not cured within ten (10) days after receiving written notice from the District specifying such breach in reasonable detail, the District will have the right to terminate or suspend this Agreement by giving written notice thereof to the Consultant.

7.2 In the event of termination or suspension for cause under Section 7.1, the District may pursue any and all available remedies. Without limiting the foregoing, if the Consultant is in breach, it will be liable for damages as authorized by law including, but not limited to, any cost difference between the original Agreement and the replacement or cover agreement and all administrative costs directly related to the replacement agreement (e.g., costs of soliciting proposals, mailing, advertising, and staff time).

7.3 The District has the right to suspend all or part of the services due under this Agreement, withhold any outstanding payments, and otherwise prohibit the Consultant from incurring additional obligation of funds during investigation of any alleged compliance breach and pending corrective action by the Consultant or a decision by the District to terminate the Agreement. A termination will be deemed a "Termination for Convenience" if it is determined by a court of competent jurisdiction that (1) the Consultant was not in default; or (2) failure to perform was outside of Consultant's control, fault, or negligence.

7.4 The rights and remedies of the District provided in this Agreement are not exclusive and are in addition to any other rights and remedies provided by law.

7.2 **Termination by the District for Convenience.**

7.2.1 This Agreement may be terminated by the District for its convenience after written notice to Consultant.

7.3 **Termination Procedures.**

7.3.1 Upon termination of this Agreement under Sections 7.1 or 7.2, the District, in addition to any other rights provided in this Agreement or by law, may require the Consultant to deliver to the District any property specifically produced or acquired for the performance of such part of this Agreement that has been performed. The requirements of the "Treatment of Assets" provision, Section 17, will apply in the event of such property transfer.

7.3.2 Upon termination for cause under Section 7.1, the District will determine the extent of the liability of the District. Failure to agree with such determination will be a dispute within the meaning of the "Dispute Resolution" provision of this Agreement, Section 20. The District may withhold from any amounts due the Consultant such sum that the District determines to be necessary to protect the District against potential loss or liability. This provision will not be construed to limit the remedies of the District under this Agreement or by law.

7.3.3 Upon termination for convenience under Section 7.2, the District will pay to Consultant (1) the agreed-upon price, if separately stated, for completed work and services accepted by the District, and (2) the amount agreed upon by the Consultant and the District for (a) completed work and services for which no separate price is stated, (b) partially completed work and services, (c) other property or services that are accepted by the District, and (d) the protection and preservation of property.

7.3.4 The rights and remedies of the District provided in this section will not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

7.3.5 After receipt of a notice of termination, and except as otherwise directed by the District, the Consultant will:

7.3.5.1 Stop work under the Agreement on the date and to the extent specified in the notice;

7.3.5.2 Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Agreement that is not terminated;

7.3.5.3 Transfer title to the District and deliver in the manner, at the times, and to the extent directed by the District any property which, if the Agreement had been completed, would have been required to be furnished to the District;

7.3.5.4 Complete performance of the work that has not been terminated by the District;

7.3.5.5 Take such action as may be necessary, or as the District may direct, for the protection and preservation of the property related to this Agreement, which is in the possession of the Consultant and in which the District has or may acquire an interest; and

7.3.5.6 Promptly prepare and send to the District an invoice of any work performed for which payment has not been provided.

7.3.6 The District will pay the amount(s) owed to Consultant under Sections 7.3.2 or 7.3.3 within sixty (60) calendar days of termination.

7.4 **Termination by the Consultant.** The Consultant may terminate this Agreement for the District's material breach after providing the District with at least thirty (30) days' prior notice and an opportunity to cure the breach.

8. **Compliance with Laws.**

8.1 Consultant will comply, and ensure that any and all of its personnel and Subconsultants comply, with all applicable federal, state, and local statutes, regulations, ordinances, and other legal requirements that affect performance of the services, including, but not limited to, any applicable state public works or bonding requirements and regulations for licensing, certification, and operation of facilities, programs, and accreditation. Without limiting the foregoing, Consultant and all of its personnel and Subconsultants will follow all aspects of District policies and procedures when at the Project site, including without limitation those prohibiting use of tobacco, possession of firearms, and sexual harassment.

8.2 Consultant will, at its own expense, apply for, obtain, and maintain in full force and effect all permits and approvals required for the performance of its services (if any) before commencing work.

8.3 Consultant will register with the Washington State Department of Revenue and be responsible for payment of all taxes due on payments made by the District under this Agreement.

8.4 In performing services under this Agreement, Consultant will comply with all appropriate state safety and health standards, codes, rules, and regulations, including, but not limited to, those promulgated under the Washington Industrial Safety and Health Act, Chapter 49.17 RCW ("WISHA"), and as set forth in Title 296 WAC (Department of Labor and Industries). Consultant will likewise be obligated to comply with all federal safety and health standards, codes, rules, and regulations applicable to the services.

8.5 Consultant will immediately report to the District any failure by the Consultant, any Subconsultant, or any third party performing work on the Project observed by the Consultant to comply with applicable laws, regulations, or ordinances, including but not limited to those related to environmental compliance, including, but not limited to: spills, unauthorized fill in waters of the State (including wetlands), water quality standards, noise, and air quality.

8.6 Consultant will prepare and carry out a COVID-19 safety plan for its completion of the work that is consistent with the District's then-current health and safety protocols (the "Safety Plan"). The Safety Plan will also be consistent with the then-current orders and guidance

of the U.S. Centers for Disease Control and Prevention, Washington State Department of Health, Clark County public health officials, and other federal, state, and local government authorities with jurisdiction. The Safety Plan will provide for implementation of protective measures to mitigate the spread of SARS-CoV-2 among and between the workers of the Consultant, Subconsultants of any tier, the District's personnel, and other persons with whom they may interact in the scope of the work. At a minimum, the Safety Plan will require Consultants' personnel on the Project to practice adequate social distancing, use appropriate personal protective equipment, not report to work when sick or experiencing symptoms of COVID-19, and promptly report diagnosis with COVID-19 to the Consultant. Until termination of this Agreement, Consultant will periodically update the Safety Plan as orders and guidance of government authorities with jurisdiction change. Should the Consultant have reasonable cause to believe that any worker of the Consultant or a Subconsultant of any tier who has worked at the Project site has COVID-19, the Consultant will immediately (1) exclude that worker from the Project site and (2) inform the District. Without limiting any of the foregoing, Consultant will comply with all relevant aspects of Engrossed Substitute Senate Bill 5115, Chapter 252, Laws of 2021, including without limitation notification of potential exposure and accommodation of high-risk employees, as enacted by the Washington Legislature and codified in the Revised Code of Washington.

9. **Nondiscrimination.** The parties agree that they will comply with all applicable federal and state laws and regulations prohibiting discrimination in the performance of this Agreement, including without limitation the Washington Law Against Discrimination, Chapter 49.60 RCW, and will not discriminate in any programs or activities under this agreement on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal.

10. **Confidentiality and Records.**

10.1 The Consultant will not use or disclose any information concerning the District, or information designated by the District as "confidential," for any purpose not directly connected with the administration of this Agreement, except with prior written consent of the District or as may be required by law.

10.2 The Consultant understands that the District is bound by the Washington Public Records Act, Chapter 42.56 RCW. The Consultant agrees to fully cooperate with the District in responding to public records requests. The Consultant will promptly provide such records to the District as requested by the District or required by law for the District to fulfill its obligations in responding to public records requests. Such records will be provided at no cost to the District.

10.3 The Consultant will provide access to data generated under this Agreement to the District at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Consultant as expressed in reports, including computer models and methodology for those models.

10.4 The Consultant will maintain books, records, documents, data, and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. Consultant will retain

such records for a period of six (6) years following the date of final payment by the District. At no additional cost, these records, including materials generated under the Agreement, will be subject at all reasonable times to inspection, review, or audit by the District, personnel duly authorized by the District, the Office of the State Auditor, and federal, state, and local officials so authorized by law, regulation, or agreement. If any litigation, claim, or audit is started before the expiration of the six (6) year period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved.

11. **Publicity.** The Consultant agrees to submit to the District any advertising and publicity matters relating to the services performed pursuant this Agreement wherein the District's name is mentioned or language used from which the connection to the District's name may, in the District's judgment, be inferred or implied. The Consultant agrees not to publish or use such advertising and publicity matters without the prior written consent of the District.

12. **Tobacco-Free Property.** In accordance with RCW 28A.210.310 and policies and procedures adopted by the District's Board of Directors in accordance therewith, Consultant, its employees, Subconsultants, and agents of Consultant will not use tobacco products, including but not limited to "vaping" or "e-cigarette" liquid or equipment, on District property.

13. **Background Checks.**

13.1 In the event that Consultant or any of Consultant's agents, employees, or applicants for employment will have regularly scheduled unsupervised access to children, Consultant will require a record check through the Washington State Patrol criminal investigation system under RCW 43.43.830-.834, RCW 10.97.030, and RCW 10.97.050, and through the Federal Bureau of Investigation, before either hiring the applicant or allowing the previously hired agent or employee to work at District facilities. The record check will include a fingerprint check using a complete Washington State criminal identification fingerprint card. The Consultant will provide a copy of the records generated by the record check to the subject of the records and to the District. If an applicant has had a record check within the previous two (2) years, the Consultant may waive the record check requirement for that applicant. The Consultant will pay all costs of the requirements set forth in this provision. In addition, any agreements between Consultant and any Subconsultants who will perform services for the District will include a provision substantially similar this this provision requiring the Subconsultant to comply with RCW 28A.400.303.

13.2 In accordance with RCW 28A.400.330, Consultant will prohibit any employee of the Consultant from working at a public school who has or may have contact with children at a public school during the course of his or her employment and who has pleaded guilty to or been convicted of any crime enumerated in RCW 28A.400.322, as now or hereafter amended. Any failure to comply with this paragraph will be grounds for the District to immediately terminate the Agreement. In addition, any agreements between Consultant and any Subconsultants who will perform services for the District will include a provision substantially similar to this provision requiring the subconsultant to comply with RCW 28A.400.330.

14. **Insurance.**

14.1 The Consultant will obtain and keep in full force and effect during the term of this Agreement liability insurance coverage as set forth in this Section 14. The intent of the required insurance is to protect the District should there be any claims, demands, suits at law or equity, actions, penalties, losses, damages, costs, or expenses arising from any negligent or intentional act or omission of the Consultant or a Subconsultant, or employees or agents of either, while performing work under the terms of this Agreement.

14.2 Consultant is responsible for ensuring that any Subconsultants provide insurance coverage at the same limits as required of the Consultant for the activities arising out of subcontracts for work performed under this Agreement.

14.3 The Consultant will provide insurance coverage, which will be maintained in full force and effect during the term of this Agreement, as follows:

14.3.1 Employer's Liability. Consultant will provide an Employer's Liability Insurance Policy with limits of not less than \$1,000,000 per occurrence.

14.3.2 Commercial General Liability Insurance Policy. Consultant will provide a Commercial General Liability Insurance Policy, including contractual liability, in adequate quantity to protect against legal liability arising out of contract activities, but in any event with limits of not less than \$1,000,000 per occurrence and \$3,000,000 general aggregate.

14.3.3 Automobile Liability. In the event that services delivered pursuant to this Agreement involve the use of vehicles, either owned or used by the Consultant, automobile liability insurance will be required. The minimum limit for automobile liability is \$1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property damage.

14.3.4 Errors and Omissions. Consultant will provide an Errors and Omissions Liability Insurance Policy to protect against legal liability arising out of Consultant's sole negligence of no less than \$1,000,000 per occurrence.

14.3.5 Worker's Compensation. Consultant will provide worker's compensation insurance as required by the industrial insurance laws of the State of Washington.

14.4 The insurance required by this Agreement will be issued by an insurance company or companies authorized to do business within the State of Washington.

14.5 All insurance policies required by this Agreement will name the District and its directors, officers, and employees as additional insureds.

14.6 All policies obtained by Consultant pursuant to this Agreement will be primary to any other valid and collectible insurance. Any insurance, self-insurance, or insurance pool coverage maintained by the District will be in excess of Consultant's insurance and will not contribute with it.

14.7 Consultant will provide the District with written notice of any modification to or cancellation of any insurance policy required by this Agreement within two (2) business days

(weekdays Monday through Friday, excluding District holidays). If any such insurance is cancelled or not renewed, the Consultant will promptly provide equivalent protection.

14.8 Consultant will submit to the District within fifteen (15) calendar days of the Agreement's effective date a certificate of insurance with the additional insured endorsement attached that outlines the coverage and limits defined in this Section 14. Consultant will promptly submit renewal certificates as requested by the District during the term of the Agreement.

14.9 The above-listed liability insurance will be written on an occurrence or a claims-made basis, unless otherwise specified herein. If coverage is provided on a claims-made basis, coverage will be maintained from the date of commencement of services until six (6) years after the date of final payment hereunder. This Section 14.9 will survive the termination of this Agreement.

15. **Taxes.** All payments or obligations accrued because of payroll taxes, unemployment contributions, and any other taxes, insurance, or other expenses for the Consultant or its personnel will be the sole responsibility of the Consultant. Without limiting the foregoing, Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes which may be due on account of this Agreement.

16. **Intellectual Property Rights.**

16.1 Consultant hereby irrevocably assigns all rights, title, and interest in materials created in the scope of Consultant's services under this Agreement, including all intellectual property rights, to the District effective from the moment of creation of such materials.

16.2 For purposes of this Agreement, the term "materials" means all items, in any format, and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the copyright to the materials.

16.3 For materials that are delivered under the Agreement, but that incorporate pre-existing materials not produced under the Agreement, Consultant hereby grants to the District a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such materials to translate, reproduce, distribute, prepare derivative works, publicly perform and publicly display. The Consultant warrants and represents that Consultant has all rights and permissions, including intellectual property rights, moral rights, and rights of publicity, necessary to grant such a license to the District.

16.4 Consultant will exert all reasonable effort to advise the District, at the time of delivery of materials furnished under this Agreement, of any portion of such materials that was not produced in the performance of this Agreement.

16.5 In the event Consultant receives notice of a claim of infringement of intellectual property rights related to any materials delivered under this Agreement, Consultant will promptly provide a copy of such notice to the District.

17. **Treatment of Assets.**

17.1 The District will retain title to all real or personal property furnished by the District pursuant to this Agreement.

17.2 Title to all property furnished by the Consultant, the cost of which the Consultant is entitled to be reimbursed as a direct item of cost under this Agreement, will pass to and vest in the District upon delivery of such property by the Consultant.

17.3 Title to other property, the cost of which is reimbursable to the Consultant under this Agreement, will pass to and vest in the District upon (1) issuance for use of such property in the performance of this Agreement, (2) commencement of use of such property in performance of this Agreement, or (3) reimbursement of the cost thereof by the District in whole or part, whichever first occurs.

17.4 Any property of the District furnished to the Consultant will, unless otherwise provided herein or approved by the District, be used only for the performance of this Agreement.

17.5 The Consultant will be responsible for any loss or damage to property of the District that results from the negligence of the Consultant or from the failure on the part of the Consultant to maintain and administer that property in accordance with sound management practices.

17.6 If any District property is lost, destroyed, or damaged, the Consultant will immediately notify the District and will take all reasonable steps to protect the property from further damage.

17.7 The Consultant will surrender to the District all property of the District prior to settlement upon completion, termination, or cancellation of this Agreement.

17.8 All reference to the Consultant under this Section 17 will also include Consultant's employees, agents, and Subconsultants.

18. **Right of Inspection.** The Consultant will provide the right of access to its facilities to the District or its designees, or to any other authorized agent or official of the federal, state, or local governments, at all reasonable times, to monitor and evaluate performance, compliance, and/or quality assurance of the services provided under this Agreement.

19. **Hold Harmless/Indemnification.**

19.1 Consultant will indemnify and hold harmless the District and its directors, officers, employees, agents, consultants, insurers, and attorneys (the "Indemnified Parties"), from and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, costs, or expenses (including but not limited to attorney fees) ("Claims"), of whatever kind or nature, brought against the Indemnified Parties arising out of, in connection with, or incident to this Agreement and/or the Consultant's performance or failure to perform services under this Agreement; provided, however, that if such Claims are caused by or result from the concurrent negligence of the Consultant and/or its employees, agents, or Subconsultants and the Indemnified Parties, the Consultant will be required to indemnify, defend, and hold harmless the Indemnified Parties only to the extent of the negligence of the Consultant or its employees, agents, or Subconsultants; and provided further, that nothing herein will require

the Consultant to indemnify, defend, or hold harmless the Indemnified Parties from any Claims arising from the sole negligence of the Indemnified Parties.

19.2 Without limiting the foregoing, Consultant agrees that its obligation to indemnify, defend, and hold harmless the Indemnified Parties includes Claims made by Consultant's employees and agents, and by any Subconsultants and their employees and agents.

19.3 Consultant expressly agrees that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW for the purposes of this Agreement. This waiver has been mutually negotiated by the parties.

19.4 This Section 19 will survive the expiration or termination of this Agreement.

20. **Dispute Resolution.** Any claim, dispute, or other matter in question between the parties arising out of or related to this Agreement will be subject to mediation as a condition precedent to binding dispute resolution, unless provided otherwise herein.

20.1 The parties will cooperate in good faith and attempt to resolve any dispute that arises prior to mediation.

20.2 The parties will endeavor to resolve claims, disputes, and other matters in question between them by mediation which, unless the parties mutually agree otherwise, will be administered by the American Arbitration Association in accordance with its rules in effect on the date of this Agreement.

20.3 A request for mediation will be made in writing, delivered to the other party, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation will proceed in advance of binding dispute resolution proceedings, which will be stayed pending mediation for a period of thirty (30) days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

20.4 This Section 20 and its subsections will not apply prior to termination by the District under Section 7; such termination will be effective immediately.

20.5 The request for mediation must: (1) be in writing; (2) state the disputed issue(s); (3) state the party's understanding of the relative positions of the parties; and (4) state the Consultant's name, address, and contact number.

20.6 The parties will share the mediator's fee and any filing fees equally. The mediation will be held within the City of Ridgefield, unless another location is mutually agreed upon. Agreements reached in mediation will be enforceable as settlement agreements in any court having jurisdiction thereof.

20.7 If the parties do not resolve a dispute through mediation pursuant to this section, the parties may pursue any lawful method of binding dispute resolution, including but not limited to litigation in the Superior Court for the State of Washington in and for Clark County.

20.8 Nothing in this Agreement will be construed to limit the parties' choice of a mutually acceptable alternative dispute-resolution method in addition to the procedure outlined above.

21. **Billing Procedures and Payment.**

21.1 The District will pay Consultant upon acceptance of services provided and receipt of properly completed, detailed invoices, which will be submitted monthly to the District.

21.2 All invoices will describe and document, to the District's satisfaction, a description of the work performed, the progress of the project, and fees the Consultant believes are due and payable.

21.3 Payment will be considered timely if made by the District within thirty (30) calendar days after receipt of a properly completed invoice. Payment will be sent to the address designated by the Consultant. Invoices not timely paid or disputed by the District will accrue interest at the rate of one (1) percent per month.

21.4 The District may, in its sole discretion, terminate the Agreement pursuant to Section 7.1 or withhold payments claimed by the Consultant for services rendered which, in the reasonable judgement of the District, fail to satisfactorily comply with any term or condition of this Agreement or with application of federal, state, or local standards. This provision does not limit any of the District's remedies under this Agreement or by law.

21.5 The District will not pay the Consultant if the Consultant has charged or will charge any other party under any other contract or agreement for the same services or expenses.

22. **Debarment and Suspension.** The Consultant certifies that Consultant, its principal employees, and Subconsultants are excluded from the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs.

23. **Representations and Standard of Care.**

23.1 Consultant will be responsible for the technical accuracy of its services and documents resulting therefrom, and the District will not be responsible for discovering deficiencies therein. Consultant will correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in District-furnished information.

23.2 Consultant will exercise the degree of skill and diligence normally employed by professional consultants engaged in the same profession, and performing the same or similar services at the time such services are performed.

24. **Integrated Agreement and Modification.** This Agreement is the full and complete understanding of the parties. There are no other agreements, either verbal or written, that would alter the terms of this document. Any prior written agreements or understandings are superseded by this Agreement. The Agreement may be modified or amended only by mutual written agreement by the authorized representatives of the parties.

25. **Severability.** Should any of the provisions of this Agreement be rendered invalid by a court or government agency of competent jurisdiction, it is agreed that this will not in any way or manner affect the enforceability of the other provisions of this Agreement, which will remain in full force and effect. If any provision of this Agreement violates any statute or rule of law of the State of Washington, or District policies, procedures, or regulations, it will be interpreted so as to conform to that statute, rule of law, policy, procedure, or regulation.

26. **Governing Law and Venue.** This Agreement will be construed and interpreted in accordance with the laws of the State of Washington, without regard to Washington's choice-of-law rules. The venue of any action brought hereunder will be in the Superior Court for Clark County, Washington.

27. **Attorney Fees.** The parties agree that should any legal proceeding be required to enforce any term or condition of this Agreement, the prevailing party in such proceeding will be entitled to an award of costs and reasonable attorney fees in addition to any other relief awarded.

28. **Waiver.** Failure by either party to enforce strictly any of the provisions of this Agreement or to exercise any right hereunder will not be construed as a waiver thereof or as excusing the other party from future performance. No provision of this Agreement and any exhibits hereto will be deemed waived, altered, or modified by either party unless the party against whom enforcement of the waiver or modification is sought signs such waiver, alteration, or modification.

29. **Order of Precedence.** Each of the exhibits listed below is by this reference hereby incorporated into this Agreement. In the event of an inconsistency in this Agreement, the inconsistency will be resolved by giving precedence in the following order:

1. Applicable federal and State of Washington statutes and regulations.
2. Special terms and conditions as contained in this basic Agreement instrument.
3. Exhibit "A," "Consultant's Scope of Services," dated February 4, 2020.
4. Any other provision, term, or material incorporated herein by reference or otherwise incorporated.

30. **Notice.**

30.1 Any notices required or permitted to be given hereunder will be given in writing and will be delivered (1) in person; (2) by certified mail, postage prepaid, return receipt requested; (3) by facsimile; (4) by email; or (5) by a commercial overnight courier that guarantees next-day delivery and provides a receipt.

30.2 Notices will be addressed as follows:

If to the District: Dr. Nathan McCann
510 Pioneer Street
Ridgefield, Washington 98642
(360) 619-1302

nathan.mccann@ridgefieldsd.org

If to Consultant: R&C Management Group, LLC
Attention: Scott Rose
Mailing Address: PO 2931
Clackamas, OR 97015
Phone: 503 260-2373
Fax:
Email: info@randcmanagement.com

30.3 Either party may from time to time specify in writing an alternative address to the other party.

30.4 Any notice will be effective only upon delivery, which for any notice given by facsimile will mean notice that has been received by the party to whom it is sent as evidenced by confirmation slip and which for email will mean confirmation that the email has been delivered to the recipient's email system (i.e., a "delivery receipt," not a "read receipt").

31. **Time of the Essence.** Both parties recognize time is of the essence in the performance of the provisions of this Agreement.

32. **Term.** This Agreement will be effective upon execution and will remain in effect until December 31, 2021, unless the time for performance is extended in writing by the parties.

33. **Survival.** Sections 10, 14.9, 16-17, 19, and 24-29 will survive expiration or termination of this Agreement for any reason.

34. **Approval.** This Agreement will be subject to approval of the District's Board of Directors and will not be binding until so approved.

35. **Conflict of Interest.** No director, officer, or employee of the District, having the power or duty to perform an official act or action related to this Agreement, will have or acquire any interest in this Agreement, or have solicited, accepted, or granted a present or future gift, favor, service or thing of value from any person with an interest in this Agreement.

36. **Counterparts.** This Agreement may be executed in counterparts, each of which will be deemed an original, and all of which, taken together, will be deemed one and the same document.

37. **Headings.** The headings or captions within this Agreement will be deemed set forth in the manner presented for the purposes of reference only and will not control or otherwise affect the information set forth therein or interpretation thereof.

THIS AGREEMENT, consisting of 15 pages and three exhibit(s), is executed by the persons signing below, who warrant that they have the authority to execute the Agreement on behalf of their respective parties.

RIDGEFIELD SCHOOL DISTRICT NO. 122

Dr. Nathan McCann, Superintendent

Date:

R&C MANAGEMENT GROUP, LLC

Name: Rick Yeo
Founding Partner

Date:

Attach: Exhibits A, A.1, and B.



Board Agenda Item

Agenda Item Number: VIII. E Meeting Date: 07/13/21

Item: Approve the 2021-2022 District Goals and Planning Blueprint



Submitted By: Dr. Nathan McCann, Superintendent

Will Be Presented By: Dr. Nathan McCann, Superintendent

E. Approve 2021-2022 District Goals and Planning Blueprint

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

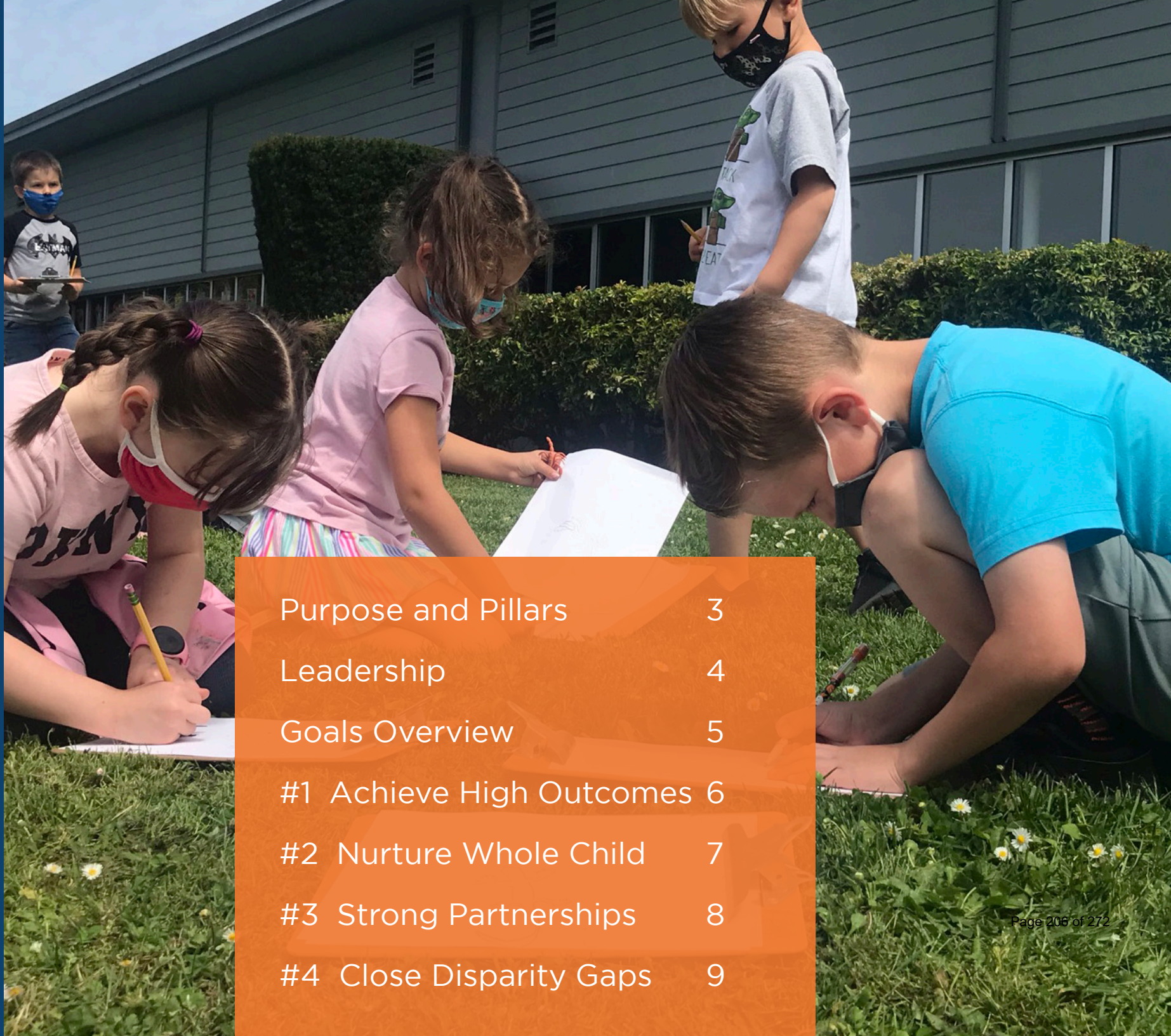
Department Head:  Superintendent: 

21/22 DISTRICT GOALS *and* PLANNING BLUEPRINT



RIDGEFIELD SCHOOL DISTRICT

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DISTRICT GOALS

- 1 Achieve high outcomes through quality instruction, personalized learning, and continuous improvement resulting in success for every student.
- 2 Provide safe, inclusive, and supportive environments that nurture the well-being of the whole child.
- 3 Provide collaboration and communication opportunities with families, staff, and the community resulting in strong partnerships.
- 4 Close the disparity gaps by ensuring high expectations, removing barriers, and providing opportunities for all students.

PURPOSE STATEMENT

Ridgefield School District aspires to be the state's premier district, leveraging strong community partnerships to provide each student personalized learning experiences, opportunities, and skills that ensure success and unlimited possibilities.



QUALITY INSTRUCTION

We ensure research-based instructional practices are implemented in every classroom utilizing access to professional growth and collaboration opportunities to reflect on and improve our practices.



EDUCATIONAL PROGRAMS

We deliver a premier educational program dedicated to developing the whole child. We provide students with personalized academic and extracurricular opportunities while increasing student learning.



LEARNING ENVIRONMENTS

We strive to provide safe, well-maintained facilities with 21st century learning environments in which all students can succeed. We will maximize the availability of our facilities to support community use.



COMMUNITY PARTNERSHIPS

We create educational partnerships to promote collaboration, improve communication and provide programs for greater learning opportunities.

BOARD OF DIRECTORS



District 1
Emily Enquist



District 2
Joseph Vance



District 3
Brett Jones



District 4
Becky Greenwald



District 5
Zenia Bringhurst

DISTRICT ADMINISTRATION

Superintendent

Dr. Nathan McCann

Assistant Superintendent

Chris Griffith

Executive Director Business Services

Paula McCoy

Executive Director Student Services

Dr. Michael Baskette

Director of Athletics and Activities

Brynan Shipley

Director of CTE and Federal Programs

Tiffany Gould

Director of Maintenance and Facilities

Neil Brinson

Director of Technology Services

Geoff Varvey

BUILDING ADMINISTRATION

Ridgefield High Principal

Christen Palmer

Ridgefield High Assistant Principal

Allen Andringa

Ridgefield High Assistant Principal

Barnaby Gloger

View Ridge Middle Principal

Tony Smith

Sunset Ridge Intermediate Principal

Todd Graves

View Ridge/Sunset Ridge Assistant Principal

Stephanie Goad

South Ridge Elementary Principal

Jill Neyenhouse

South Ridge Assistant Principal

Tawny Malone

Union Ridge Elementary Principal

Angie Gaub

Union Ridge Elementary Assistant Principal

Brian Heim

Ridgefield Early Learning Center Coordinator

Erika Muir

Wisdom Ridge Academy Director

Jessica Drake

GUIDING PRINCIPLES

- Data driven
- Input from stakeholders
- Enhance and support a premier education
- Research-based best practices

ACCOUNTABILITY

The personal choice to rise above one's own circumstance and demonstrate the ownership necessary for achieving desired results.

#1 Achieve high outcomes through quality instruction, personalized learning and continuous improvement resulting in success for every student.

#2 Provide safe, inclusive and supportive environments that nurture the well-being of the whole child.

#3 Provide collaboration and communication opportunities with families, staff and the community resulting in strong partnerships.

#4 Close the disparity gaps by ensuring high expectations, removing barriers and providing opportunities for all students.



THE RIDGEFIELD
SCHOOL DISTRICT
MAKES DECISIONS
IN THE BEST
INTEREST
OF OUR
STUDENTS

#1 Achieve high outcomes through quality instruction, personalized learning and continuous improvement resulting in success for every student.

STRATEGIES

- Deliver an articulated and challenging K-12 curriculum, aligned to state standards, and taught with fidelity that ensures academic success for every student.
- Staff will develop School Improvement Plan (SIP) goals and strategies to ensure continuous increases in student learning.
- Staff will analyze multiple assessment measures to inform instructional decision-making, monitor student progress, and ensure every student meets or exceeds expected growth.
- Staff will provide additional instructional support to any student falling below growth expectations.
- Align resources for classroom support, professional development, and implementation of best practices that are proven to increase success for all students.
- Explore and develop flexible learning environments (time, place and pace) that require students to apply academic knowledge, skills, and dispositions necessary in future careers and support personalized experiences for all students.
- Effectively integrate technology practices to optimize and enhance student learning.
- Staff will inform and counsel every student in developing a career, college and life goals pathway necessary for obtaining the goal.

MEASUREMENTS

- All students will make at least a year's growth in a year's time.
- All 2nd grade students will be reading at grade level by the end of the year.
- Top district performance or within 5 percentage points of the highest in state assessment data.
- Multiple programs will be available for personalized learning opportunities.
- All secondary students will have an identified career, college and life goals pathway.
- Each school will have an established system to help struggling learners.
- Identified school improvement plan goals will be met annually.
- Graduate follow-up survey will indicate a continuously increasing percentage of students successfully implementing post-secondary pathway choice.



#2 Provide safe, inclusive and supportive environments that **nurture the well-being of the whole child.**

STRATEGIES

- Develop and expand family resource center(s) to address the broad range of students and family needs at each school.
- Develop and expand after-school extracurricular program offerings to support students' diverse interests and needs.
- Actively review and refine emergency school procedures with partnering agencies and first responders.
- School improvement plans will address respectful and collaborative environments among all school community members.
- Implement Positive Behavioral Interventions and Supports in all schools.
- Implement Restorative Practices and Social Emotional Learning (SEL) support.
- Construct and maintain facilities with an emphasis on a safe environment that is conducive to student learning.
- Deliver whole child professional development to staff and parents.
- Expand staff and partnership capacity to address the mental health needs of students.

MEASUREMENTS

- Reduction in disciplinary recidivism rate at the end of the 2021-22 school year.
- Continuous improvement in positive response rates on Key Performance Indicators (KPI's) on the Healthy Youth Survey.
- District will continuously make facility enhancements to support safe, inclusive learning environments.
- District's successful completion of Safety Audit and Action Plan annually.
- Annual increase in the percentage of participants in Community Education programs and school based extra curricular programs.

#3 Provide collaboration and communication opportunities with families, staff and the community resulting in **strong partnerships.**

STRATEGIES

- Certificated staff will have weekly collaboration time to discuss instructional techniques and analyze student learning.
- The district will communicate with stakeholders in multiple languages.
- Share and seek feedback on instructional programming, student support and extended learning opportunities with parents and patrons.
- Increase opportunities for parents and patrons to be members of the school improvement planning process at each building.
- Maintain a budget development process that aligns resources with improving student achievement.
- Communicate with staff and stakeholders in a timely manner utilizing a variety of tools that promote two-way communication.
- Provide opportunities for parents and patron involvement at all schools.
- Establish educational partnerships to leverage enhanced opportunities for all students.

MEASUREMENTS

- All schools will engage in two-way communication across a variety of electronic and printed media on a monthly basis.
- With district insight and support, complete a budget process annually with input from staff.
- Allow for financial control at the lowest level feasible.
- Continue partnerships with community groups to support and sustain levy and bond initiatives.
- Increase in number of student, staff and community celebrations of success.
- Long-term district plans including technology plan, capital facilities plan, etc, will create partnership opportunities for parents and community members.
- Annual increase in the number of community and business partners collaborating with the district.
- Report to the Community, published and distributed annually, will continue to provide detailed student achievement, attendance and demographic data.

#4 Close the disparity gaps

by ensuring high expectations, removing barriers and providing opportunities for all students.

STRATEGIES

- Analyze Healthy Youth Survey results at the building level and develop plans of action that address opportunities for improvement.
- Analyze academic and discipline data for disparate gaps. Develop strategies to narrow identified gaps.
- The district will maintain and enhance support of the Family Resource Center's mission of supporting all Ridgefield families.
- Increase awareness of and develop programs that support the unique needs of targeted identified sub-group populations.
- Remove barriers for under-represented students and their families to increase access to and participation in programs of choice.
- Each Ridgefield school will identify differentiated and individualized pathways to meet the needs of each student.

MEASUREMENTS

- Continuous improvement in positive response rates on Key Performance Indicators (KPI's) on the Healthy Youth Survey.
- The state's annual equity gap report will show a narrowing of disparity.
- Annual increase in families served/supported by Ridgefield Family Resource Center.
- Annual increase in the percentage of students involved in extracurricular activities in the Ridgefield School District.
- Annual increase in the number of students accessing individualized learning pathways.
- Reduction in the disciplinary disparity between student sub-groups in the district at the end of the 2021-22 school year.
- Annual expansion of access to the activity bus.
- Annual expansion of Tier II and Tier III academic intervention strategies.
- Annual reduction in student chronic absenteeism rate at all schools.



RIDGEFIELD
SCHOOL DISTRICT

unlimited possibilities

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NON-PROFIT
U.S. POSTAGE

PAID

RIDGEFIELD, WA
PERMIT NO. 26



PURSUING *Premier*



Board Agenda Item

Agenda Item Number: VIII. F Meeting Date: 07/13/21

Item: Approve the Surplus of Four Non-Working Copiers with an Approximate Value of \$3,000-6,000.00



Submitted By: Michael Kenning, Manager of Technology Services

Will Be Presented By: Dr. Nathan McCann, Superintendent

F. Approve Surplus of Four Non-Working Copiers with an Approximate Value of \$3,000-\$6000.00

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: **Michael Kenning, Manager of Technology Services**

SUBJECT: Surplus of old copiers.

DATE: **07/01/2021**

TYPE: Action

Background:

Over the past few years, the school district has acquired new copiers to replace failing or failed copiers. Because of the value of the copiers, they have been stored until they could be sent to surplus in accordance with the district surplus procedures.

Considerations:

Space is at a premium in the district and we no longer have a place to store these copiers. These copiers would be offered to other districts for parts and if no districts wish to take them, they would be sent to a responsible e-recycler.

Recommendation:

We recommend the surplus of four non-working copiers with an approximate value of \$3,000-\$6,000.

Risograph duplicator
Model: Z 220U
SN: 79709879
Status: Unrepairable

Xerox Copier
Model: WorkCentre 5955i
SN: A2M739404
W/ Xerox Output Tray
SN: JF2161501314
Status: in need of repair

Xerox Copier
Model: WorkCentre 5955i
SN: A2M735985
W/ Xerox Output Tray
SN: JF2161302114
Status: in need of repair

Xerox Copier
Model: WorkCentre 5875
SN: EX9301773
W/ Xerox Output Tray
SN: M31300098
Status: In need of service, possible repair.

Combined value estimated: \$3000-\$6000.



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

G. Approve Purchase of Dell Laptops and Desktop Computers

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Ridgefield School District Board of Directors
 Dr. Nathan McCann, Superintendent

FROM: Geoff Varney

SUBJECT: Purchase of Dell laptops and desktop computers

DATE: July 13, 2021

TYPE: Action

Background: New computing devices are required for CTE and CAPS to accommodate new classes being added to these programs. In addition, laptops with docks and monitors are being purchased to provide devices to new staff as well as continue providing or existing staff and replacing old hardware. Student device and substitute device needs are also being addressed.

Considerations: CTE and CAPS programs have special requirements for computing devices. Workstation models have been chosen that provide the level of performance that is expected for the coursework that will be done. New staff laptops are being added to ensure that staff have access to reliable, high-performing devices wherever they may be. The district's plan is now to move the majority of staff away from desktops and over to laptops to maximize flexibility without losing essential functionality. Substitute laptops are needed to allow them to access fixed classroom technology effectively. Finally, additional Chromebooks are needed for 1st grade to allow the 4-year replacement cycle to begin so that aging devices can be retired appropriately.

Recommendation: I recommend approval of the attached purchases.

PO	Vendor	Purpose	Quote #	Total Cost
0702000145	Dell	H&W Coordinator workstation	3000090203433.1	\$ 2,517.45
0702000144	Dell	Laptops for InTouch Receipting	3000090202417.1	\$ 2,868.10
2102000131	Dell	Special Services Staff/Student for Dragon NS	3000090205643.1	\$84,430.05
(on above PO)			3000090203433.1	(inc. above)
3102000125	Dell	RHS CAPS Digital Design	3000090310313.1	\$47,131.89
3402000023	Dell	Laptops for VRMS CTE	3000090307340.1	\$81,499.67
3102000126	Dell	Desktops for new RHS Digital Arts classroom	3000090412511.2	\$43,192.30
07020000148	Dell	Laptops with dock, monitors, etc. for admins	3000090206537.1	\$ 5,174.37
3102000127	CDW-G	Monitors for RHS Digital Arts classroom	MFVX830	\$ 5,918.64
0702000149	CDW-G	Chromebooks and licenses for first grade	MFQV479	\$38,876.58
0702000151	CDW-G	Laptops for Teacher Use	MFZD304	\$16,457.07
Dell total:				\$266,813.83
CDW-G total:				\$ 61,252.29

QUOTE CONFIRMATION



DEAR GEOFF VARNEY,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MFQV479	6/28/2021	MFQV479	2655957	\$38,876.58

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Samsung Chromebook 4 - 11.6" - Celeron N4020 - 4 GB RAM - 32 GB eMMC Mfg. Part#: XE310XBA-KA1US Contract: Sourcewell# 081419 Tech Catalog- (Chromebook ONLY) (081419-CDW)	150	6281361	\$215.76	\$32,364.00
Google Chrome Education Upgrade Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: Sourcewell# 081419 Tech Catalog- (Chromebook ONLY) (081419-CDW)	100	5988499	\$35.00	\$3,500.00

PURCHASER BILLING INFO	SUBTOTAL	
Billing Address: RIDGEFIELD SCHOOL DISTRICT ACCTS PAYABLE 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$3,012.58
	GRAND TOTAL	\$38,876.58
	DELIVER TO Shipping Address: RIDGEFIELD SCHOOL DISTRICT GEOFF VARNEY 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Shipping Method: UPS Ground	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION

	Nick Strauss		(877) 865-9660		nicstrau@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$35,864.00	\$970.12/Month	\$35,864.00	\$1,117.88/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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QUOTE CONFIRMATION



DEAR GEOFF VARNEY,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MFZD340	7/7/2021	MFZD304	2655957	\$16,457.07

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkBook 14 G2 ARE - 14" - Ryzen 3 4300U - 8 GB RAM - 256 GB SSD - Mfg. Part#: 20VF0031US Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	20	6309869	\$625.58	\$12,511.60
Lenovo Depot/ Customer Carry-In Upgrade - extended service agreement - 5 year Mfg. Part#: 5WS0E84879 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: Washington Lenovo NVP Computer Equipment (MNWNC-117 05815-007)	20	3231680	\$133.51	\$2,670.20

PURCHASER BILLING INFO	SUBTOTAL	\$15,181.80
Billing Address: RIDGEFIELD SCHOOL DISTRICT ACCTS PAYABLE 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$1,275.27
	GRAND TOTAL	\$16,457.07
	DELIVER TO Shipping Address: RIDGEFIELD SCHOOL DISTRICT GEOFF VARNEY 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Shipping Method: UPS Ground	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION

	Nick Strauss		(877) 865-9660		nicstrau@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$15,181.80	\$415.83/Month	\$15,181.80	\$477.92/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change. Page 221 of 272

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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QUOTE CONFIRMATION



DEAR GEOFF VARNEY,

Thank you for considering CDW•G LLC for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MFVX830	7/2/2021	MFVX830	2655957	\$5,918.64

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkVision S24q-10 - LED monitor - 23.8"	26	6153907	\$210.00	\$5,460.00
Mfg. Part#: 61E7GAR1US				
Contract: Sourcwell 081419-CDW Tech Catalog (081419#CDW)				

PURCHASER BILLING INFO	SUBTOTAL	AMOUNT
Billing Address: RIDGEFIELD SCHOOL DISTRICT ACCTS PAYABLE 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	SALES TAX	\$458.64
	GRAND TOTAL	\$5,918.64
	DELIVER TO Shipping Address: RIDGEFIELD SCHOOL DISTRICT GEOFF VARNEY 510 PIONEER ST RIDGEFIELD, WA 98642-8571 Phone: (360) 619-1301 Shipping Method: Expeditors Deferred 3-5 Days	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G LLC SALES CONTACT INFORMATION

	Nick Strauss		(877) 865-9660		nicstrau@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$5,460.00	\$153.37/Month	\$5,460.00	\$175.21/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.

- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000090202417.1	Sales Rep	Ben Gomez
Total	\$2,868.10	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 29, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 29, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Code	C000000010849		510 PIONEER ST
Customer Agreement #	NASPO MNWNC-108/05815-003		RIDGEFIELD, WA 98642
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Latitude 3520	\$881.95	3	\$2,645.85
	Subtotal:		\$2,645.85
	Shipping:		\$0.00
	Estimated Tax:		\$222.25
	Total:		\$2,868.10

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details. Page 225 of 272

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Dell Latitude 3520	3	\$2,645.85

Estimated delivery if purchased today:

Jul. 09, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 3520, BTX	210-AYNQ	-	3	-
11th Generation Intel Core i5-1135G7 (4 Core, 8M cache, base 2.4GHz, up to 4.2GHz)	379-BEMW	-	3	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	3	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	3	-
Intel i5-1135G7, Intel Iris Xe Graphics	338-BZCS	-	3	-
8GB, 1x8GB, DDR4 Non-ECC	370-AFVS	-	3	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BIJP	-	3	-
Not selected in this configuration	817-BBBC	-	3	-
15.6" FHD (1920 x 1080) AG Non-Touch, 250nits, Camera w/shutter & Microphone, WLAN Capable	391-BFVK	-	3	-
Single Pointing Non-Backlit Keyboard, US English, 10 Key Numpad	580-AJMX	-	3	-
No Mouse	570-AADK	-	3	-
WLAN Intel AX201 WLAN + BT Driver (WIFI + Bluetooth)	555-BGMJ	-	3	-
Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1	555-BFNI	-	3	-
No Mobile Broadband Card	556-BBCD	-	3	-
4 Cell 54Whr ExpressCharge™ Capable Battery	451-BCUB	-	3	-
65W AC Adapter, 4.5mm Barrel	492-BDBO	-	3	-
No Fingerprint Reader, WLAN Capable	346-BHFL	-	3	-
No Anti-Virus Software	650-AAAM	-	3	-
OS-Windows Media Not Included	620-AALW	-	3	-
US Power Cord	537-BBBL	-	3	-
Quick Start Guide for 3520	340-CVBG	-	3	-
US Order	332-1286	-	3	-
No Resource USB Media	430-XXYG	-	3	-
SMALL BUSINESS	379-BELF	-	3	-
No Docking Station	452-BBSE	-	3	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	3	-
ENERGY STAR Qualified	387-BBPQ	-	3	-
Fixed Hardware Configuration	998-ERIU	-	3	-

Regulatory Label included	389-BEYY	-	3	-
Additional Software	658-BEZX	-	3	-
MIN Packaging TGL	340-CVST	-	3	-
11th Generation Intel(R) Core(TM) i5 non-vPro Processor Label	389-DXDU	-	3	-
BTS/BTP Smart Selection Shipment (VS)	800-BBQH	-	3	-
EAN label	389-BKKL	-	3	-
Latitude 3520 Bottom Door	321-BGKJ	-	3	-
EPEAT 2018 Registered (Silver)	379-BDTP	-	3	-
No AutoPilot	340-CKSZ	-	3	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	3	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	3	-
ProSupport: Next Business Day Onsite, 1 Year	997-6662	-	3	-
ProSupport: Next Business Day Onsite, 4 Year Extended	997-6666	-	3	-
ProSupport: 7x24 Technical Support, 5 Years	997-6675	-	3	-
Dell Limited Hardware Warranty	997-6727	-	3	-

Subtotal:	\$2,645.85
Shipping:	\$0.00
Estimated Tax:	\$222.25
<hr/>	
Total:	\$2,868.10

Important Notes

Terms of Sale

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Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000090203433.1	Sales Rep	Ben Gomez
Total	\$79,287.78	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 29, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 29, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Name	State of Washington		510 PIONEER ST
Contract Code	C000000010849		RIDGEFIELD, WA 98642
Customer Agreement #	NASPO MNWNC- 108/05815-003		
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Latitude 5420	\$1,566.05	35	\$54,811.75
Dell 24 USB-C Monitor – P2419HC	\$232.55	35	\$8,139.25
Dell Stereo Soundbar – AC511M	\$26.00	35	\$910.00
Dell Dock- WD19S 130w Power Delivery 180w Power Supply	\$237.49	35	\$8,312.15
Dell MS116 Wired Mouse and Keyboard Combo	\$27.73	35	\$970.55

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Subtotal:	\$73,143.70
Shipping:	\$0.00
Estimated Tax:	\$6,144.08
<hr/>	
Total:	\$79,287.78

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Dell Latitude 5420	35	\$54,811.75
\$1,566.05		

Estimated delivery if purchased today:

Jul. 30, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 5420 BTX Base	210-AXVO	-	35	-
11th Generation Intel Core i5-1145G7 (4 Core, 8M cache, base 2.6GHz, up to 4.4GHz, vPro)	379-BEHF	-	35	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	35	-
I5-1145G7 Vpro, Intel Iris Xe Graphics, Thunderbolt	338-BXRV	-	35	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	35	-
Intel vPro Active Management Technology (for vPro CPU, vPro Capable)	631-ACTO	-	35	-
16GB,1x16GB, DDR4 Non-ECC	370-AFVP	-	35	-
M.2 512GB PCIe NVMe Class 35 Solid State Drive	400-BKUP	-	35	-
No AutoPilot	340-CKSZ	-	35	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	35	-
LCD back cover for Latitude 5420 WLAN Only	320-BECV	-	35	-
FHD IR Camera Bezel with Mic (ExpressSign-In/Mic)	325-BDYZ	-	35	-
14" FHD (1920x1080) Non-Touch, Anti-Glare, 250nits	391-BFPR	-	35	-
Single Pointing Backlit US English Keyboard	583-BHCH	-	35	-
No Mouse	570-AADK	-	35	-
Intel AX201 WLAN Driver	555-BGJD	-	35	-
Intel Wi-Fi 6 AX201 2x2 .11ax 160MHz + Bluetooth 5.1	555-BGGT	-	35	-
No Mobile Broadband Card	556-BBCD	-	35	-
4 Cell 63Whr ExpressCharge™ Capable Battery	451-BCSW	-	35	-
65W Type-C Epeat Adapter	492-BCXP	-	35	-
Palmrest, Contacted SmartCard Reader, Thunderbolt 4	346-BGVO	-	35	-
US Power Cord	537-BBBL	-	35	-
Quick start guide for Win 10, Ubuntu	340-CTZO	-	35	-
No Anti-Virus Software	650-AAAM	-	35	-
US Order	332-1286	-	35	-
No Resource USB Media	430-XXYG	-	35	-
SMALL BUSINESS	379-BELF	-	35	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	35	-

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ENERGY STAR Qualified	387-BBPC	-	35	-
Fixed Hardware Configuration	998-EREL	-	35	-
Packaging BTS 65W Adapter + TGL CPU	340-CUCR	-	35	-
11th Gen Intel Core i5 vPro label	340-CTSV	-	35	-
BTS/BTP Smart Selection Shipment (VS)	800-BBQH	-	35	-
EAN label	389-BKKL	-	35	-
No Removable CD/DVD Drive	429-AATO	-	35	-
Latitude 5420 Bottom Door	321-BGBE	-	35	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	35	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	35	-
Dell Limited Hardware Warranty	997-8317	-	35	-
ProSupport: 7x24 Technical Support, 5 Years	997-8348	-	35	-
ProSupport: Next Business Day Onsite, 1 Year	997-8349	-	35	-
ProSupport: Next Business Day Onsite, 4 Year Extended	997-8358	-	35	-
Foxit PhantomPDF Standard	634-BWQP	-	35	-
OS-Windows Media Not Included	620-AALW	-	35	-
SupportAssist	525-BBCL	-	35	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	35	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	35	-
Waves Maxx Audio	658-BBRB	-	35	-
Dell Power Manager	658-BDVK	-	35	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	35	-
Dell Optimizer	658-BEQP	-	35	-

	Quantity	Subtotal
	\$232.55	35
		\$8,139.25

Dell 24 USB-C Monitor – P2419HC

Estimated delivery if purchased today:
 Sep. 08, 2021
 Contract # C000000010849
 Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell 24 USB-C Monitor – P2419HC	210-AQCO	-	35	-
Dell Limited Hardware Warranty	814-5380	-	35	-
Advanced Exchange Service, 3 Years	814-5381	-	35	-

	Quantity	Subtotal
	\$26.00	35
		\$910.00

Dell Stereo Soundbar – AC511M

Estimated delivery if purchased today:
 Aug. 02, 2021
 Contract # C000000010849
 Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Kit - Dell Stereo USB SoundBar AC511M for PXX19 & UXX19 Thin Bezel Displays- SnP	520-AAOT	-	35	-

	Quantity	Subtotal
--	-----------------	-----------------

Dell Dock- WD19S 130w Power Delivery 180w Power Supply

\$237.49

35

\$8,312.15

Estimated delivery if purchased today:

Aug. 17, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Dock – WD19S 130w Power Delivery – 180w AC	210-AZBM	-	35	-
Advanced Exchange Service, 3 Years	824-3984	-	35	-
Dell Limited Hardware Warranty	824-3993	-	35	-

Dell MS116 Wired Mouse and Keyboard Combo

\$27.73

35

\$970.55

Estimated delivery if purchased today:

Jul. 12, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell MS116 Wired Mouse and Keyboard Combo	203-BBGT	-	35	-

Subtotal:	\$73,143.70
Shipping:	\$0.00
Estimated Tax:	\$6,144.08

Total: \$79,287.78

Important Notes

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A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000090205643.1	Sales Rep	Ben Gomez
Total	\$4,686.19	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 29, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 29, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Name	State of Washington		510 PIONEER ST
Contract Code	C000000010849		RIDGEFIELD, WA 98642
Customer Agreement #	NASPO MNWNC- 108/05815-003		
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Latitude 3410	\$864.61	5	\$4,323.05

Subtotal:	\$4,323.05
Shipping:	\$0.00
Estimated Tax:	\$363.14
<hr/>	
Total:	\$4,686.19

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Dell Latitude 3410	5	\$4,323.05

Estimated delivery if purchased today:

Jul. 09, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 3410 BTX	210-AVKY	-	5	-
10th Generation Intel Core i5-10210U (4 Core, 6M cache, base 1.6GHz, up to 4.2GHz)	379-BDZM	-	5	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	5	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	5	-
Integrated Intel UHD for 10th Generation Intel Core i5-10210U	338-BUZW	-	5	-
8GB, 1x8GB, DDR4 Non-ECC	370-AFVS	-	5	-
Not selected in this configuration	817-BBBC	-	5	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BIJP	-	5	-
14" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BFDV	-	5	-
Non-Backlit Power Button with No Fingerprint Reader	346-BGJH	-	5	-
Single Pointing Non-backlit Keyboard, English	583-BFRL	-	5	-
WLAN Driver Intel AX201, CML /9260, KBL-R (with Bluetooth)	555-BFSF	-	5	-
Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1	555-BFNI	-	5	-
No Mobile Broadband Card	556-BBCD	-	5	-
3 Cell 40Whr ExpressCharge Capable Battery	451-BCPT	-	5	-
HDD Bracket	575-BCDQ	-	5	-
65 Watt AC Adapter	450-ADTR	-	5	-
No Anti-Virus Software	650-AAAM	-	5	-
OS-Windows Media Not Included	620-AALW	-	5	-
US Power Cord	537-BBBL	-	5	-
Quick Start Guide for 3410	340-CQBV	-	5	-
US Order	332-1286	-	5	-
SMALL BUSINESS	379-BELF	-	5	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	5	-
Fixed Hardware Configuration	998-ERTG	-	5	-
Regulatory Label, FCC	389-DPGZ	-	5	-
SupportAssist	525-BBCL	-	5	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	5	-

Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	5	-
Waves Maxx Audio	658-BBRB	-	5	-
Dell Power Manager	658-BDVK	-	5	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	5	-
Dell Optimizer	658-BEQP	-	5	-
Additional Software for Latitude 3410	658-BETG	-	5	-
Direct Ship Info Mod	340-AASO	-	5	-
Min Model Packaging	340-CQVE	-	5	-
System Ship Info	640-BBJB	-	5	-
Intel(R) Core(TM) i5 Processor Label	340-CNBZ	-	5	-
No Mouse	570-AADK	-	5	-
No Resource USB Media	430-XXYG	-	5	-
ENERGY STAR Qualified	387-BBOO	-	5	-
BTS/BTP Smart Selection Shipment (VS)	800-BBQH	-	5	-
EAN label	389-BKKL	-	5	-
Latitude 3410 Bottom Door Included	321-BFKC	-	5	-
Foxit PhantomPDF Standard	634-BWQP	-	5	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	5	-
No AutoPilot	340-CKSZ	-	5	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	5	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	5	-
ProSupport: Next Business Day Onsite, 1 Year	997-6662	-	5	-
ProSupport: Next Business Day Onsite, 4 Year Extended	997-6666	-	5	-
ProSupport: 7x24 Technical Support, 5 Years	997-6675	-	5	-
Dell Limited Hardware Warranty	997-6727	-	5	-

Subtotal:	\$4,323.05
Shipping:	\$0.00
Estimated Tax:	\$363.14
Total:	\$4,686.19

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A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000090206537.1	Sales Rep	Ben Gomez
Total	\$2,294.73	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 29, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 29, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Name	State of Washington		510 PIONEER ST
Contract Code	C000000010849		RIDGEFIELD, WA 98642
Customer Agreement #	NASPO MNWNC- 108/05815-003		
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell MS116 Wired Mouse and Keyboard Combo	\$27.73	1	\$27.73
Latitude 5320	\$1,530.71	1	\$1,530.71
Dell Dock- WD19S 130w Power Delivery 180w Power Supply	\$256.69	1	\$256.69
Dell 24 USB-C Monitor – P2419HC	\$269.79	1	\$269.79
Dell Stereo Soundbar – AC511M	\$31.99	1	\$31.99

Page 240 of 272

Subtotal:	\$2,116.91
Shipping:	\$0.00
Estimated Tax:	\$177.82
<hr/>	
Total:	\$2,294.73

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Dell MS116 Wired Mouse and Keyboard Combo	1	\$27.73

Estimated delivery if purchased today:

Jul. 09, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell MS116 Wired Mouse and Keyboard Combo	203-BBGT	-	1	-
			Quantity	Subtotal
		\$1,530.71	1	\$1,530.71

Latitude 5320

Estimated delivery if purchased today:

Aug. 26, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 5320 BTX Base	210-AXXD	-	1	-
11th Generation Intel Core i5-1135G7 (4 Core, 8M cache, base 2.4GHz, up to 4.2GHz)	379-BEHX	-	1	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	1	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	1	-
i5-1135G7 Trans, Intel Iris Xe Graphics, Thunderbolt, 16GB	338-BXVG	-	1	-
Latitude 5320 Assembly Base	338-BXVP	-	1	-
non-vPro Manageability	631-ACTY	-	1	-
16 GB, LPDDR4 SDRAM, 3200MHz (on board)	370-AFVV	-	1	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BHRB	-	1	-
13.3" FHD (1920x1080) Non-Touch, Anti-Glare, HD Camera, 250 nits, WLAN/WWAN	320-BEDU	-	1	-
HD Camera Bezel, Camera Shutter	325-BDZM	-	1	-
Non-touch FHD LCD	391-BFQD	-	1	-
Single Pointing Backlit US-English Keyboard	583-BHBS	-	1	-
No Mouse	570-AADK	-	1	-
Wireless Intel AX201 WLAN Driver	555-BGHB	-	1	-
Intel Wi-Fi 6 AX201 2x2 .11ax 160MHz + Bluetooth 5.1	555-BGGT	-	1	-
No Mobile Broadband Card	556-BBCD	-	1	-
4 Cell 63Whr ExpressCharge™ Capable Battery	451-BCSM	-	1	-
65W Type-C Epeat Adapter	492-BCXP	-	1	-
Palmrest, No Security, Thunderbolt 4	346-BGUL	-	1	-
No Anti-Virus Software	650-AAAM	-	1	-
Foxit PhantomPDF Standard	634-BWQP	-	1	-
OS-Windows Media Not Included	620-AALW	-	1	-

US Power Cord	537-BBBL	-	1	-
Quick setup guide worldwide laptop	340-CTXL	-	1	-
US Order	332-1286	-	1	-
No Resource USB Media	430-XXYG	-	1	-
No Docking Station	452-BBSE	-	1	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	1	-
ESTAR E-label	387-BBPH	-	1	-
Fixed Hardware Configuration	998-EMZX	-	1	-
SupportAssist	525-BBCL	-	1	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	1	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	1	-
Waves Maxx Audio	658-BBRB	-	1	-
Dell Power Manager	658-BDVK	-	1	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	1	-
Dell Optimizer	658-BEQP	-	1	-
Pkg DAO BTS/BTP FGA spin 65W CS MIN CFG	340-CTWQ	-	1	-
System Ship Info	640-BBJB	-	1	-
11th Generation Intel(R) Core(TM) i5 non-vPro Processor Label	389-DXDU	-	1	-
BTS/BTP Smart Selection Shipment (VS)	800-BBQH	-	1	-
EAN label	389-BKKL	-	1	-
No Removable CD/DVD Drive	429-AATO	-	1	-
5320 Laptop Bottom Door	354-BBDK	-	1	-
No AutoPilot	340-CKSZ	-	1	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	1	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	1	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	1	-
Dell Limited Hardware Warranty	997-8317	-	1	-
ProSupport: 7x24 Technical Support, 5 Years	997-8348	-	1	-
ProSupport: Next Business Day Onsite, 1 Year	997-8349	-	1	-
ProSupport: Next Business Day Onsite, 4 Year Extended	997-8358	-	1	-
No Accidental Damage Selected	981-4619	-	1	-

Quantity Subtotal

Dell Dock- WD19S 130w Power Delivery 180w Power Supply **\$256.69 1 \$256.69**

Estimated delivery if purchased today:

Aug. 16, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Dock – WD19S 130w Power Delivery – 180w AC	210-AZBM	-	1	-
Advanced Exchange Service, 3 Years	824-3984	-	1	-
Dell Limited Hardware Warranty	824-3993	-	1	-

Quantity Subtotal

Page 243 of 272

Dell 24 USB-C Monitor – P2419HC

\$269.79

1

\$269.79

Estimated delivery if purchased today:

Sep. 07, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell 24 USB-C Monitor – P2419HC	210-AQCO	-	1	-
Dell Limited Hardware Warranty	814-5380	-	1	-
Advanced Exchange Service, 3 Years	814-5381	-	1	-

Dell Stereo Soundbar – AC511M

\$31.99

1

\$31.99

Estimated delivery if purchased today:

Jul. 30, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Kit - Dell Stereo USB SoundBar AC511M for PXX19 & UXX19 Thin Bezel Displays- SnP	520-AAOT	-	1	-

Subtotal:	\$2,116.91
Shipping:	\$0.00
Estimated Tax:	\$177.82
Total:	\$2,294.73

Important Notes

Terms of Sale

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Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

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Quote No.	3000090307340.1	Sales Rep	Ben Gomez
Total	\$81,499.67	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 30, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 30, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Code	C000000010849		510 PIONEER ST
Customer Agreement #	NASPO MNWNC-108/05815-003		RIDGEFIELD, WA 98642
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Mobile Precision 5550	\$2,148.12	35	\$75,184.20
	Subtotal:		\$75,184.20
	Shipping:		\$0.00
	Estimated Tax:		\$6,315.47
	Total:		\$81,499.67

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details. Page 246 of 272

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Mobile Precision 5550	35	\$75,184.20
	\$2,148.12	

Estimated delivery if purchased today:

Aug. 06, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Mobile Precision Workstation 5550 CTO	210-AVUG	-	35	-
Intel Core Processor i7-10750H (6 Core, 12MB Cache, 2.60 GHz to 5.00 GHz, 45W)	379-BDWP	-	35	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	35	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	35	-
No AutoPilot	340-CKSZ	-	35	-
Intel Core i7-10750H, NVIDIA Quadro T1000 4GB	329-BEZE	-	35	-
NVIDIA Quadro T1000	490-BFEX	-	35	-
No Out-of-Band Systems Management	631-ACMZ	-	35	-
15.6" UltraSharp FHD+ IGZO4, 1920x1200,AG,NT, w/Prem Panel Guar, 100% sRGB, Titan Gray w/ IR Camera	391-BFID	-	35	-
16GB, 2X8GB, DDR4 2933Mhz Non-ECC Memory	370-AFFD	-	35	-
M.2 1TB PCIe NVMe Class 40 Solid State Drive	400-BDWQ	-	35	-
No Additional Hard Drive	401-AAGM	-	35	-
No RAID	780-BBFE	-	35	-
Palmrest, 79 KYBD layout, with fingerprint reader	346-BGJL	-	35	-
US English Backlit Keyboard	583-BGJM	-	35	-
Bottom Door	354-BBCO	-	35	-
Intel Dual Band Wireless AX201 2x2 + Bluetooth 5.1 vPro	555-BFVQ	-	35	-
6-cell 86 Whr Lithium Ion battery with ExpressCharge	451-BCQI	-	35	-
130W E5 Type C Power Adapter (EPEAT)	492-BCWZ	-	35	-
No ENERGY STAR Qualified	387-BBCE	-	35	-
Not EPEAT Registered	389-DVNR	-	35	-
Resource Media not Included	430-XYGV	-	35	-
OS-Windows Media Not Included	620-AALW	-	35	-
Quick Setup Guide for Mobile Precision 5550	340-CQEB	-	35	-
Custom Configuration	817-BBBB	-	35	-
Intel AX201 2x2 + Bluetooth 5.1 Driver	555-BFTD	-	35	-
No Mouse	570-AADK	-	35	-
US Order	332-1286	-	35	-
Quick Start Guide for USB Type-C to USB Type-A/HDMI Dongle	340-CRJH	-	35	-

Mix Model Packaging	340-CRLK	-	35	-
USB Type-C to USB Type-A/HDMI Dongle, Black	470-AEIP	-	35	-
Black Power Cord (US)	450-AJLH	-	35	-
SupportAssist	525-BBCL	-	35	-
System Driver for Mobile Precision 5550	631-ACMX	-	35	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	35	-
Dell Optimizer for Precision	640-BBSC	-	35	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	35	-
Waves Maxx Audio	658-BBRB	-	35	-
Dell Power Manager	658-BDVK	-	35	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	35	-
Intel Sensor Solution	658-BESU	-	35	-
Intel(R) Core(TM) i7 Processor Label	340-CNBW	-	35	-
No UPC Label	389-BCGW	-	35	-
Regulatory Label included	389-BEYY	-	35	-
FCC Label	389-DQBW	-	35	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	35	-
No Anti-Virus Software	650-AAAM	-	35	-
Dell Limited Hardware Warranty Plus Service	804-9773	-	35	-
ProSupport: 7x24 Technical Support, 5 Years	804-9798	-	35	-
ProSupport: Next Business Day Onsite, 5 Years	804-9799	-	35	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	35	-
BTO Standard Shipment (VS)	800-BBGU	-	35	-

Subtotal:	\$75,184.20
Shipping:	\$0.00
Estimated Tax:	\$6,315.47
Total:	\$81,499.67

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Quote No.	3000090310313.1	Sales Rep	Ben Gomez
Total	\$97,405.90	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jun. 30, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 30, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Name	State of Washington		510 PIONEER ST
Contract Code	C000000010849		RIDGEFIELD, WA 98642
Customer Agreement #	NASPO MNWNC- 108/05815-003		
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Mobile Precision 5750	\$2,898.64	31	\$89,857.84

Subtotal:	\$89,857.84
Shipping:	\$0.00
Estimated Tax:	\$7,548.06
<hr/>	
Total:	\$97,405.90

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Mobile Precision 5750	31	\$89,857.84
\$2,898.64		

Estimated delivery if purchased today:

Jul. 26, 2021

Contract # C000000010849

Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Mobile Precision 5750 CTO BASE	210-AVUR	-	31	-
Intel Core Processor i7-10850H (6 Core, 12MB Cache, 2.70 GHz to 5.10 GHz, 45W, vPro)	379-BDYY	-	31	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	31	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	31	-
No AutoPilot	340-CKSZ	-	31	-
Intel Core i7-10850H vPro, NVIDIA Quadro T2000 4GB	329-BEWX	-	31	-
NVIDIA Quadro T2000 w/4GB GDDR6	490-BFWJ	-	31	-
vPro MOD Manageability	631-ACPS	-	31	-
17" Ultrasharp UHD+ IGZO4, 3840x2400, Touch, w/Prem Panel Guar, 100% Adobe, Titan Gray w/ IR Camera	391-BFIQ	-	31	-
32GB, 2X16GB, DDR4 2933Mhz Non-ECC Memory	370-AGMM	-	31	-
M.2 1TB PCIe NVMe Class 40 Solid State Drive	400-BDWQ	-	31	-
M.2280 SSD Bracket	575-BCEO	-	31	-
M.2280 SSD Bracket	575-BCEN	-	31	-
No RAID	780-BBFE	-	31	-
Palm Rest, with 79 KYBD Layout, with fingerprint reader	346-BGKJ	-	31	-
US English Backlit Keyboard	583-BGJM	-	31	-
Bottom Door	320-BDVQ	-	31	-
Intel Dual Band Wireless AX201 2x2 + Bluetooth 5.1 vPro	555-BFVQ	-	31	-
6-cell 97Whr Lithium Ion	451-BCQL	-	31	-
130W E5 Type C Power Adapter (EPEAT)	492-BCWZ	-	31	-
No ENERGY STAR Qualified	387-BBCE	-	31	-
Not EPEAT Registered	389-DVNR	-	31	-
Resource Media not Included	430-XYGV	-	31	-
OS-Windows Media Not Included	620-AALW	-	31	-
Quick Start Guide for Mobile Precision 5750	340-CRIG	-	31	-
Intel AX201 2x2 + Bluetooth 5.1 Driver	555-BFXB	-	31	-
Custom Configuration	817-BBBB	-	31	-
Regulatory Label included	389-BEYY	-	31	-

FCC Label	389-DPPX	-	31	-
No Mouse	570-AADK	-	31	-
US Order	332-1286	-	31	-
Quick Start Guide for USB Type-C to USB Type-A/HDMI Dongle	340-CRJH	-	31	-
Mix Model Packaging	340-CRND	-	31	-
USB Type-C to USB Type-A/HDMI Dongle, Black	470-AEKZ	-	31	-
System Ship Info	640-BBJB	-	31	-
Black Power Cord (US)	450-AJLH	-	31	-
No UPC Label	389-BCGW	-	31	-
No Anti-Virus Software	650-AAAM	-	31	-
Intel Core i7 vPro Processor Label	340-CPOZ	-	31	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	31	-
Dell Client System Update	340-AATY	-	31	-
Dell Digital Delivery Cirrus Client	340-AAUC	-	31	-
SupportAssist	525-BBCL	-	31	-
System Driver for Mobile Precision 5750	631-ACPU	-	31	-
Dell Optimizer for Precision	640-BBSC	-	31	-
Waves Maxx Audio	658-BBRB	-	31	-
Dell Power Manager	658-BDVK	-	31	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	31	-
Intel Sensor Solution	658-BEUP	-	31	-
Dell Limited Hardware Warranty Plus Service	804-9773	-	31	-
ProSupport: 7x24 Technical Support, 5 Years	804-9798	-	31	-
ProSupport: Next Business Day Onsite, 5 Years	804-9799	-	31	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	31	-
BTO Standard Shipment (EL)	800-BBGH	-	31	-

Subtotal:	\$89,857.84
Shipping:	\$0.00
Estimated Tax:	\$7,548.06
Total:	\$97,405.90

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000090412511.2	Sales Rep	Ben Gomez
Total	\$43,192.30	Phone	(800) 456-3355, 6179124
Customer #	19985535	Email	Ben_Gomez@Dell.com
Quoted On	Jul. 02, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jul. 31, 2021		RIDGEFIELD SCHOOL DISTRICT
Contract Name	State of Washington		510 PIONEER ST
Contract Code	C000000010849		RIDGEFIELD, WA 98642
Customer Agreement #	NASPO MNWNC- 108/05815-003		
Deal ID	22383944		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Ben Gomez

Shipping Group

Shipping To	Shipping Method
GEOFF VARNEY RIDGEFIELD SCHOOL DISTRICT 510 PIONEER ST RIDGEFIELD, WA 98642-8571 (360) 619-1310	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Precision 3450 Small Form Factor	\$1,442.44	26	\$37,503.44
Dell Small Form Factor All-in-One Stand - OSS21	\$90.07	26	\$2,341.82

Subtotal:	\$39,845.26
Shipping:	\$0.00
Estimated Tax:	\$3,347.04
<hr/>	
Total:	\$43,192.30

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

GEOFF VARNEY
 RIDGEFIELD SCHOOL DISTRICT
 510 PIONEER ST
 RIDGEFIELD, WA 98642-8571
 (360) 619-1310

Shipping Method

Standard Delivery

	Quantity	Subtotal
Precision 3450 Small Form Factor	26	\$37,503.44
\$1,442.44		

Estimated delivery if purchased today:
 Aug. 04, 2021
 Contract # C000000010849
 Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Precision 3450 SFF BTX BASE	210-AYUQ	-	26	-
Intel Core i7-10700 (8 Core, 16M cache, base 2.9GHz, up to 4.8GHz) DDR4-2933	338-BVOL	-	26	-
Info part for Comet Lake CPU	340-CWTE	-	26	-
HEATSINK for 65W CPU	412-AATF	-	26	-
Windows 10 Pro English, French, Spanish	619-AHKN	-	26	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	26	-
Speaker for Tower and SFF	520-AARD	-	26	-
NVIDIA Quadro P1000 4GB LP (4 mDP to DP adapters)	490-BGMS	-	26	-
16GB (2x8GB) DDR4 UDIMM non-ECC Memory	370-AGEI	-	26	-
512GB PCIe NVMe Class 40 M.2 SSD	400-BLQY	-	26	-
No Hard Drive	400-AKZR	-	26	-
Dell KB216 Wired Keyboard English	580-ADJC	-	26	-
Thank you for Choosing Dell	555-BBNG	-	26	-
Intel Management Engine with vPro	631-ACXW	-	26	-
ENERGY STAR Qualified	387-BBLW	-	26	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	26	-
No AutoPilot	340-CKSZ	-	26	-
Fixed Hardware Configuration	998-EWVN	-	26	-
Precision 3450 SFF with 300W up to 92% efficient (80 Plus Platinum) PSU	321-BGLH	-	26	-
8x DVD+/-RW 9.5mm Optical Disk Drive	429-ABFH	-	26	-
Bezel ODD	429-ABKH	-	26	-
No Hard Drive	400-AKZR	-	26	-
No Hard Drive	400-AKZR	-	26	-
No Hard Drive	400-AKZR	-	26	-
No Driver	555-BBNI	-	26	-
Integrated Intel SATA Controller	403-BBCE	-	26	-
Media Card Reader	385-BBPU	-	26	-
Dell Optical Mouse - MS116 (Black)	570-ABIE	-	26	-

No Additional Network Card Selected (Integrated NIC included)	555-BBJO	-	26	-
US Power Cord	450-AHDU	-	26	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	26	-
Optional HDMI 2.0b Video Port	382-BBFI	-	26	-
US Order	332-1286	-	26	-
Print on Demand Label	389-BDQH	-	26	-
Dell Precision TPM	340-ACBY	-	26	-
SHIP,PWS,LNK,NO,NO,AMF	340-CBUU	-	26	-
Shipping Material for SFF	340-CQYR	-	26	-
No Stand included	575-BBCH	-	26	-
CMS Essentials DVD no Media	658-BBTV	-	26	-
No RAID	780-BBCJ	-	26	-
No Anti-Virus Software	650-AAAM	-	26	-
OS-Windows Media Not Included	620-AALW	-	26	-
Not selected in this configuration	817-BBBC	-	26	-
Quick Setup Guide - Precision 3450	340-CWGG	-	26	-
Precision 3450, Reg Label DAO	389-DZES	-	26	-
C7 M.2 PCIe Boot SSD (10th Gen Intel CPU)	449-BBWY	-	26	-
No Additional Cable Requested	379-BBCY	-	26	-
Intel Core i7 vPro Processor Label	340-CPOZ	-	26	-
Dell Watchdog Timer	379-BEKU	-	26	-
SupportAssist	525-BBCL	-	26	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	26	-
Dell Optimizer for Precision	640-BBSC	-	26	-
Dell Premier Color 6.0	640-BBSH	-	26	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	26	-
Waves Maxx Audio	658-BBRB	-	26	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	26	-
No PCIe add-in card	492-BBFF	-	26	-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	26	-
Dell Limited Hardware Warranty Plus Service	997-2808	-	26	-
ProSupport: 7x24 Technical Support, 5 Years	997-2838	-	26	-
ProSupport: Next Business Day Onsite, 5 Years	997-6784	-	26	-

			Quantity	Subtotal
Dell Small Form Factor All-in-One Stand - OSS21		\$90.07	26	\$2,341.82

Estimated delivery if purchased today:
Jul. 15, 2021
Contract # C000000010849
Customer Agreement # NASPO MNWNC-108/05815-003

Description	SKU	Unit Price	Quantity	Subtotal
Dell Small Form Factor All-in-One Stand - OSS21	452-BDRG	-	26	-

Subtotal:	\$39,845.26
Shipping:	\$0.00
Estimated Tax:	\$3,347.04
<hr/>	
Total:	\$43,192.30

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Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

H. Hear First Read of New Board Policy No. 3211 Gender Inclusive Schools

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Superintendent Nathan McCann
Ridgefield School District Board of Directors

FROM: Chris Griffith

SUBJECT: Policy 3211 – Gender-Inclusive Schools

DATE: 5/26/2021

TYPE: Action

Background:

RCW 28A.642.080 requires each school district, by January 31, 2020, to have adopted or amended policies and procedures that, at a minimum, incorporate all the elements of the model transgender student (Gender-Inclusive Schools) policy and procedure.

Considerations:

None

Recommendation:

It is my recommendation that policy 3211 – Gender-Inclusive Schools be approved for use in the Ridgefield School District.

Gender-Inclusive Schools

The board believes in fostering an educational environment that is safe and free of discrimination for all students, regardless of gender expression, gender identity, or sex. To that end, the board recognizes the importance of an inclusive approach toward transgender and gender-expansive students with regard to key terms, communication and the use of names and pronouns, student records, confidential health and education information, communication, restroom and locker room use and accessibility, sports and physical education, dress codes, and other school activities, in order to provide these students with an equal opportunity for learning and achievement.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and will be implemented in conjunction with comprehensive training of staff and volunteers. Specific training requirements are included in the accompanying procedure. The superintendent will appoint a primary contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The district compliance officer will participate in at least one mandatory training opportunity offered by OSPI.

This policy and its procedure will support that effort by facilitating district compliance with local, state and federal laws concerning harassment, intimidation, bullying, and discrimination.

Cross References: 2145 - Suicide Prevention
 3207 - Prohibition of Harassment, Intimidation, and Bullying
 3210 - Nondiscrimination
 3231 - Student Records

Legal References: RCW 28A.642 Discrimination Prohibition
 20 U.S.C. 1232g, 34 C.F.R., Part 99 - Family Education
 Rights and Privacy Act

Management Resources: 2014 - December Issue
 2013 - December Issue
 Prohibiting Discrimination in Washington Public Schools -
 OSPI Guidelines for school districts to implement Chapters
 28A.640 and 28A.642 RCW and Chapter 392-190 WAC
 (February 2012)

Adoption Date:
Classification: **Discretionary**
Revised Dates: **12.13; 12.14; 07.19**



Board Agenda Item

Agenda Item Number: VIII. I-J Meeting Date: 07/13/21

Item: Hear First Read of Revised Board Policies 3520 Student Fees Fines or Charges and 3231 Student Records



Submitted By: Paula McCoy, Director of Business Services

Will Be Presented By: Dr. Nathan McCann, Superintendent

I. Hear First Read of Revised Board Policy No. 3520 Student Fees Fines or Charges
 J. Hear First Read of Revised Board Policy No. 3231 Student Records

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Ridgefield School District Board of Directors
Dr. Nathan McCann, Superintendent

FROM: **Paula McCoy**

SUBJECT: Updates to Board policy numbers 3231- Student Records & 3520 – Student Fees, Fines, or Charges

DATE: **June 16, 2021**

TYPE: Informational

Background:

During the most recently concluded legislative session, HB 1176 was passed to address certain inequities in schools surrounding student fines/fees. The legislature was concerned the practice of withholding official transcripts for students with outstanding fines/fees disproportionately impacted students that were low income or from minority groups. The effect of this bill on Board Policies 3231 & 3520 is that districts are prohibited from withholding official transcripts or grade records for students that have unpaid fines or fees. The bill does still allow districts to withhold diplomas if a student graduates with outstanding fines and fees. If districts withhold a student's diploma, they are now required to report on their school websites certain information regarding the number of students whose diplomas were withheld due to unpaid fines/fees. It is important to note that HB 1660 from the 2020 legislative session, removed the ability of districts to prevent students from participating in extracurricular activities due to unpaid fines/fees. The state does not provide funding to school districts to resolve unpaid fines/fees.

Both policies include revisions to remove references to withholding of transcripts and other grade records to be compliant with the new law.

Recommendation: We recommend the approval of changes to board policies 3231 (Student Records) & 3520 (Student Fees, Fines, or Charges).

Student Fees, Fines, or Charges

The district will provide an educational program for the students as free of costs as possible.

The superintendent may approve the use of supplementary supplies or materials for which a charge is made to the student so long as the charge does not exceed the cost of the supplies or materials, students are free to purchase them elsewhere, or provide reasonable alternatives, and a proper accounting is made of all moneys received by staff for supplies and materials.

The board delegates authority to the superintendent to establish appropriate fees and procedures governing the collection of such fees and to make annual reports to the board regarding fee schedules. Arrangements will be made for the waiver or reduction of fees for students whose families, by reason of their low income, would have difficulty paying the full fee. ~~Waivers shall be granted for all course participation fees, athletic and activity participation (pay to play), Associated Student Body cards, CISPUS participant registration, and instrument rentals. Waivers for non-extracurricular fees shall be granted consistent with the provisions in policy 3510. Waivers for non-extracurricular fees do not include fines assessed for lost books or other materials, damages to District owned property, or food service program charges. Additionally, no waivers will apply to fees assessed by third parties (College in the High School, Running Start, etc.).~~ For programs governed by the National School Lunch Act, the USDA Child Nutrition Program guidelines will be used to determine qualification for waiver. The superintendent will establish a procedure for annually notifying parents of the availability of fee waivers and reductions, including eligibility information for free or reduce-price meals.

A student will be responsible for the cost of replacing materials or property which are lost or damaged due to negligence. A student's ~~grades, transcripts, or~~ diploma may be withheld until restitution is made by payment or the equivalency through voluntary work. The student or his/her parents may appeal the imposition of a charge for damages to the superintendent and board of directors.

The student and his/her parents will be notified regarding the nature of the violation or damage, how restitution may be made, and how an appeal may be instituted. When the damages or fines do not exceed \$100, the student or his/her parents will have the right to an informal conference with the principal. As is the case for appealing a short-term suspension, the principal's decision may be appealed to the superintendent and to the board of directors. When damages are in excess of \$100, the appeal process for long-term suspension will apply.

~~If a student has transferred to another school district that has requested the student's records, but that student has an outstanding fee or fine, only records pertaining to the student's academic performance, special placement, immunization history, attendance, history of violent behavior, violent offenses, sex offenses, inhaling toxic fumes, drug offenses, liquor violations, assault, kidnapping, harassment, stalking or arson, and discipline actions will be sent to the enrolling school. The content of those records will be communicated to the enrolling district within two school days and copies of the records will be sent as soon as possible. The official transcript will not be sent until the outstanding fee or fine is discharged. The enrolling school will be notified that the official transcript is being withheld due to an unpaid fee or fine. However, for students who meet the definition of homeless, the district will make all the student's records readily available to the enrolling school regardless of outstanding fees or fines.~~

Cross References:

- 3241 - Student Discipline
- 2020 - Course Design, Selection and Adoption of Instructional Materials
- 3115 - Students Experiencing Homelessness - Enrollment Rights and Services

3231 - Student Records

Legal References:

42 U.S.C. 11431 et seq. McKinney-Vento Homeless Assistance Act
RCW 28A.220.040 Fiscal support — Reimbursement to school districts — Enrollment fees — Deposit
RCW 28A.225.330 Enrolling students from other districts — Requests for information and permanent records — Withheld transcripts — Immunity from liability — Notification to teachers and security personnel — Rules
RCW 28A.320.230(f) Instructional materials — Instructional materials committee
RCW 28A.330.100 Additional powers of board
RCW 28A.635.060 Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding grades, diplomas or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected
AGO 1965-66, #113 Districts - Schools - Fees — Tuition - Supplies — Authority of school districts to charge tuition fees or textbook fees
AGO 1973, No. 11 Districts - Schools - Tuition & Fees — Authority of school districts to charge various fees

Management Resources:

2019 - July Policy Issue
2018 - May Policy Issue
Policy News, June 1999 School Safety Bills Impact Policy

Adoption Date: TBD

Classification: **Encouraged**

Revised Dates: **06.99; 08.06; 12.07; 08.18; 11.19; 5.20; TBD**

Student Records

The District will maintain those student records necessary for the educational guidance and welfare of students, for the orderly and efficient operation of schools, and as required by law.

The District will release education records of a student only in accordance with the federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g; the FERPA implementing regulations issued by the U.S. Department of Education, 34 C.F.R. Part 99; and state law, RCW 28A.605.030. Consistent with those laws, all information related to individual students will be treated in a confidential and professional manner. The District will use reasonable methods to ensure that teachers and other school officials obtain access to only those education records in which they have legitimate educational interests. When information is released in compliance with state and federal law, the District and its employees are immune from civil liability unless they acted with gross negligence or in bad faith.

The District will retain records in compliance with the current versions of the “Local Government Common Records Retention Schedule (CORE)” and the “School Districts and Educational Service Districts Records Retention Schedule” issued by the Washington Secretary of State, in accordance with Board Policy 4040.

Student records are the property of the District but will be available in an orderly and timely manner to students and parents or legal guardians. The term “parent” as used in this procedure includes the Washington Department of Social and Health Services (DSHS) when a minor student has been found dependent and placed in state custody. A parent/guardian or adult student may challenge any information in a student record believed to be inaccurate, misleading, or in violation of the privacy or other rights of the student.

Student records will be forwarded to other educational agencies upon request. A high school student may grant authority to the District permitting prospective employers to review the student’s transcript. Parent/guardian or adult student consent will be required before the District releases student records other than to an educational agency or organization, except as otherwise provided by law.

~~A [grades report, transcript, or diploma](#) will not be released until a student has made restitution for damages assessed as a result of losing or damaging school materials or equipment. [If a student has transferred to another school district that has requested the student’s records, but the student has an outstanding fee or fine, only records pertaining to the student’s academic performance, special placement, immunization history, discipline actions, and history of violent behavior will be sent to the enrolling school. The content of those records will be communicated to the enrolling District within two school days and copies of the records will be sent as soon as possible. The official transcript will not be released until the outstanding fee or fine is discharged. The enrolling school will be notified that the official transcript is being withheld due to an unpaid fee or fine.](#)~~

The superintendent will establish procedures governing the content, management, and control of student records.

Cross References:

[3115 – Students Experiencing Homelessness – Enrollment Rights and Services](#)

3520 Student Fees, Fines, or Charges

4020 Confidential Communications

4040 Public Access to District Records

Legal References:

20 U.S.C. 1232g Family Education Rights and Privacy Act

34 C.F.R. Part 99 Family Education Rights and Privacy Act Regulations

RCW 28A.150.510 Transmittal of education records to DSHS—Disclosure of educational records—Data sharing agreements—Comprehensive needs requirement document—Report.

RCW 28A.195.070 Official transcript withholding – Transmittal of information

RCW 28A.225.151 Reports.

RCW 28A.225.330 Enrolling students from other districts – Requests for information and permanent records – Withheld transcripts – Immunity from liability – Notification to teachers and security personnel – Rules

RCW 28A.230.120 High school diplomas – Issuance – Option to receive final transcripts – Notice

RCW 28A.230.180 Educational and career opportunities in the military, student access to information on, when

RCW 28A.600.475 Exchange of information with law enforcement and juvenile court officials – Notification of parents and students.

RCW 28A.605.030 Student education records – Parental review—release of records—Procedure.

RCW 28A.635.060 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

RCW 40.24.030 Address Confidentiality Program – Application – Certification

Chapter 246-105 WAC Immunization of child care and school children against certain vaccine-preventable diseases

Chapter 392-172A WAC Rules for the provision of special education

Chapter 392-182 WAC Student Health Records

Chapter 392-415-WAC Secondary Education- standardized high school transcript

WAC 181-87-093 Failure to assure the transfer of student record information or student records

WAC 392-121-182 Alternative learning experience requirements

WAC 392-122-228 Alternative learning experiences for juvenile students incarcerated in adult jail facilities

WAC 392-500-025 Pupil tests and records – Tests— School district policy in writing

Management Resources:

2021 – June Issue

2018 – December Issue

2014 – December Issue

2013 - February Issue

2010 - February Issue

2003 – December Issue

2001 – April Issue

Adoption Date: ~~TBD~~[08.23.16](#)

Ridgefield School District

Revised: 02.00; 12.03; 12.06; 02.10; 05.10.; [08.16](#)



Board Agenda Item

Agenda Item Number: Meeting Date:

Item:



Submitted By:

Will Be Presented By:

I. Hear First Read of Revised Board Policy No. 3207 Prohibition of Harassment, Intimidation and Bullying

Recommended Action:

Approve	Disapprove	Table	No Action Required
XXX			

Department Head:  Superintendent: 



MEMORANDUM

TO: Superintendent Nathan McCann
Ridgefield School District Board of Directors

FROM: Chris Griffith

SUBJECT: Policy 3207

DATE: 07/13/2021

TYPE: Action

Background:

WSSDA has made required updates to this policy. The revisions to this policy will ensure that we are following these updates.

Recommendation:

It is my recommendation that the revisions to Policy 3207 – Prohibition of Harassment, Intimidation, and Bullying be approved for use in the Ridgefield School District.

PROHIBITION OF HARASSMENT, INTIMIDATION, AND BULLYING

Prohibition of Harassment, Intimidation, and Bullying

The District board is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers, and community members that is free from harassment, intimidation, or bullying (hereinafter known as HIB).

Definitions

As defined in legislation, "Harassment, intimidation, or bullying" means any intentional electronic, written message or image—including those that are electronically transmitted—, verbal act, or physical act, including but not limited to, one shown to be motivated by race, color, ancestry, national origin, religion, creed, gender, sexual orientation, gender expression, gender identity, age, veteran or military status, mental or physical disability, any characteristic in RCW 28A.640.010 and 28A 642.010, or other distinguishing characteristics, when the message or act:

- 1.A. Physically harms a student or damages the student's property;
- 2.A. Has the effect of substantially interfering with a student's education;
- 3.A. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- 4.A. Has the effect of substantially disrupting the orderly operation of the school.

"Other distinguishing characteristics" can include, but are not limited to: physical appearance, clothing or other apparel, socioeconomic status, weight, and marital status. Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation, or bullying.

"Other distinguishing characteristics" can include but are not limited to physical appearance, clothing or other apparel, socioeconomic status and weight.

"Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions

This policy recognizes that 'harassment,' 'intimidation,' and 'bullying' are separate but related behaviors. Each must be addressed appropriately. The accompanying procedure differentiates the three behaviors, however, this differentiation should not be considered part of the legal definition of these behaviors

- Harassment, intimidation, or bullying can take many forms, including, but not limited to: slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, or physical actions—or electronically transmitted messages or images. Conduct that is "substantially interfering with a student's education" will be determined by considering a targeted student's grades, attendance, demeanor, interaction with peers, participation in activities, and other indicators.

~~"Intentional acts" refers to the individual's choice to engage in the act, rather than the ultimate impact of the action(s).~~

~~"Electronic" means any communication where there is the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means.~~

Expression

~~This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other ~~District~~district policies ~~and~~/or building, classroom, or program rules.~~

Policy 3207
Students

Training

This policy is a component of the ~~District's~~district's responsibility to create and maintain a safe, civil, respectful, and inclusive learning community and will be implemented in conjunction with comprehensive training of ~~students~~, staff, and volunteers. Specific training requirements are included in the accompanying procedure.

Prevention

The ~~District~~district will provide students with strategies aimed at preventing harassment, intimidation, and bullying ~~of students~~. In its efforts to train students, the ~~District~~district will seek partnerships with families, law enforcement, and other community ~~organizations~~agencies.

Interventions

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the ~~perpetrator~~aggressor, and to restore a positive school climate. The ~~District~~district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. ~~Depending on the frequency and severity of the conduct, the District~~Interventions will respond to harassment, intimidation, or bullying with range from counseling, ~~correction, correcting behavior and~~ discipline, ~~and/or referral~~ to law enforcement ~~referrals~~.

Students with Individual Education Plans or Section 504 Plans

If allegations are proven that a student with an Individual Education Plan (IEP) or Section 504 Plan has been the aggressor or target of harassment, intimidation or bullying, the school will convene the student's IEP or Section 504 team to determine whether the incident had an impact on the student's ability to receive a free, appropriate public education (FAPE). The meeting should occur regardless of whether the harassment, intimidation, or bullying incident was based on the student's disability. During the meeting, the team will evaluate issues such as the student's academic performance, behavioral issues, attendance, and participation in extracurricular activities. If a determination is made that the student is not receiving a FAPE as a result of the harassment, intimidation, or bullying incident, the district will provide additional services and supports as deemed necessary, such as counseling, monitoring and/or reevaluation or revision of the student's IEP or Section 504 plan, to ensure the student receives a FAPE.

Retaliation/False Allegations

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to ~~threaten or harm someone for reporting harassment, intimidation, or bullying, or participating in an investigation.~~ intimidate, threaten, coerce, or discriminate against someone for reporting harassment, intimidation, or bullying, or participating in an investigation.

It is also a violation of ~~District~~district policy to knowingly report false allegations of harassment, intimidation, ~~or~~and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

~~Any employee who has witnessed or has reliable information that a student has been subjected to harassment, intimidation, or bullying/cyberbullying, whether written, verbal, or physical, will report such incident to an appropriate school official. Any student, parent/legal guardian, or volunteer is strongly encouraged to report such incident to an appropriate school official.~~

Compliance Officer

The superintendent will appoint a compliance officer as the primary ~~District~~district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the ~~District~~district. The ~~District~~district compliance officer ~~must attend~~will participate in at least one mandatory training opportunity offered by OSPI ~~once OSPI has developed a statewide training class for compliance officers.~~

The superintendent ~~will develop~~is authorized to direct the implementation of procedures ~~implementing~~addressing the elements of this policy.

Policy 3207
Students

Cross References:

Cross-reference: 3205

2161 - Special
Education and
Related Services
for Eligible
Students

3200 - Rights and Responsibilities

3205 - Sexual Harassment of Students Prohibited

3210 - Non-Discrimination
Nondiscrimination

3240-3211 - Student Conduct Expectations
Gender-Inclusive and Reasonable Sanctions
Schools

3241

Classroom Management, 3241 - Student Discipline,
and Corrective Action

5010

Non-Discrimination and Affirmative
Action

5011

Sexual Harassment of District Staff
Prohibited

Legal reference:	RCW 28A.300.285 RCW 9A.36.080 Chapter 28A.640 RCW Chapter 28A.642 RCW Chapter 392-190 WAC Chapter 49.60 RCW 42 U.S.C. §§ 12101	Harassment, intimidation, and bullying prevention policies and Procedures— Model policy and procedure— Training materials— Posting on web site— Rules— Advisory committee RCW 28A.600.480— Reporting of harassment, intimidation, or bullying— Retaliation prohibited— Immunity Malicious harassment— Definition and criminal penalty Sexual Equality Discrimination Prohibition Equal Educational Opportunity— Unlawful Discrimination Prohibited Discrimination— Human— Rights Commission Americans with Disabilities Act Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. Part 104)
	Office of Superintendent of Public Instruction, Prohibiting Discrimination in Washington Public Schools, dated February 2012	

Legal References: [RCW is 28A.600.477 Prohibition of harassment, intimidation, and bullying](#)
[WAC 392-190-059 Harassment, intimidation and bullying prevention policy and procedure – School districts.](#)

Management Resources: [2019 - August Policy Alert](#)
[2019 - July Policy Issue](#)
[Office for Civil Rights Dear Colleague Letter: Responding to Bullying of Students with Disabilities \(OCR 10/21/2014\)](#)
[2014 - December Issue](#)
[2010 - December Issue](#)
[2008 - April Issue](#)

2002 - April Issue

Adoption Date:

Classification: **Essential**

Revised Dates: **04.02; 10.07; 04.08-27; 12.10; 12.11;12.13; 12.14; 01.15; 07.19-; 08.19**