

**PORT TOWNSEND SCHOOL DISTRICT NO. 50**

**Regular School Board Meeting, 6:00 p.m.**

**June 22, 2015**

***"Discover the Power of Learning"***

**Mission:**

In partnership with home and community, Port Townsend School District provides a learning environment where each student develops the knowledge and skills to become a creative, successful and engaged citizen.

**01. Location/Time**

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01.01 Gael Stuart Building, Room S-11, 1610 Blaine St., 6:00 p.m.

**02. Call to Order**

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- 02.01 Roll Call
- 02.02 Pledge of Allegiance

**03. Agenda**

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03.01 Agenda Approval

**04. Recognition**

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- 04.01 Board
- 04.02 Superintendent
  - 04.020 Retirement Recognition for Ellen Larkin

**05. Public Comments**

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**06. Approval of Minutes**

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- 06.01 Minutes of the May 26, 2015 Regular Business Meeting
- 06.02 Minutes of the June 8, 2015 Work/Study Meeting
- 06.03 Minutes of the June 10, 2015 Special Meeting

**07. Consent Agenda**

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- 07.01 Consent Agenda Approval
- 07.02 Approval of Personnel Action
  - 07.020 Recommend Matthew Holshouser as Principal, Blue Heron School, effective the 2015-16 school year
  - 07.021 Recommend Debbie Rich, Mary Barnes and John Burke as the 2015 Special Education Extended School Year Teachers
  - 07.022 Recommend Gail Gronwall as Blue Heron Special Education Life Skills Teacher, effective the 2015-16 school year
  - 07.023 Recommend Shannon Grewell, Samantha Massie, Susan Volkurka, Alice Fraser and Melissa Love as the 2015 Special Education Extended School Year Para Educators
  - 07.024 Recommend Lori Witheridge as 4 Hr./Day LAP Para Educator at Grant Street Elementary, effective the 2015-16 school year
  - 07.025 Recommend the employment of classified staff for the 2015-16 school year as per attached personnel list
  - 07.026 Recommend Samantha Massie as High School ASB Secretary, effective the 2015-16 school year
  - 07.026 Accept resignation of Debbie Rich, Blue Heron Special Education Teacher, effective the end of the 2014-15 school year.

- 07.027 Accept resignation of Kathryn Hund, Grant Street Special Education Teacher, effective the end of the 2014-15 school year
- 07.028 Accept resignation of Kathy Cavette, High School ASB Secretary, effective the end of the 2014-15 school year
- 07.029 Accept resignation of Ellen Larkin, Blue Heron Para Educator, effective the end of the 2014-15 school year
- 07.030 Accept resignation of Madeleine Saenz, Blue Heron Para Educator, effective the end of the 2014-15 school year
- 07.031 Accept resignation of Rita Polk, Food Service Assistant, effective the end of the 2014-15 school year
- 07.032 Accept resignation of Kirsten Hammer, High School Cheerleader Advisor, effective the end of the 2014-15 school year
- 07.033 Accept resignation of Jeanne McNulty-King, High School Head Girls' Basketball Coach, effective the end of the 2014-15 school year
- 07.034 Accept resignation of Colin Foden, High School Head Girls' Soccer Coach, effective the end of the 2014-15 school year
- 07.035 Accept resignation of Tom Gambill, High School Assistant Girls' Soccer Coach, effective the end of the 2014-15 school year
- 07.036 Accept resignation of Jamie Montague as Blue Heron Head Volleyball Coach, effective the end of the 2014-15 school year

- 07.04 Approval of Financial Reports
  - 07.040 Accounts Payable as of June 22, 2015
  - 07.041 Payroll – May, 2015

## **08. Board Correspondence**

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- 08.01 Email from T. Thiersch regarding bond proposal
- 08.02 Email from M. Poling regarding Lincoln Building

## **09. Reports**

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- 09.01 Food Service Update – Brad Taylor
- 09.02 Title IX Equity and Sports Update – Scott R. Wilson
- 09.03 YMCA Presentation
- 09.04 Wellness Committee Update
- 09.05 Superintendent
  - 09.051 Facilities Committee Update
  - 09.052 Calendar of Events
- 09.06 Business Manager
  - 09.060 Budget Status Report-April 2015
  - 09.061 Budget Status Report – May 2015
  - 09.062 Enrollment Summary

## **10. Action Items**

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- 10.01 Approval of Meal Prices for 2015-16
- 10.02 Curriculum Adoption
  - 10.020 Forensic Science, An Introduction, 3<sup>rd</sup> Edition, Pearson, Inc, 2016(11,12)
  - My World History, Pearson, Inc., 2012(Grades 6,7)
  - American History, Pearson, Inc., 2016(Grade 8)
  - The DBQ Project: U.S. and World DBQ, Teacher Materials
- 10.03 Annual Review of Policy 2170 – Career and Technical Education
- 10.04 Accept resignation of Scott B. Wilson, High School Assistant Girls' Basketball Coach, effective the end of the 2014-15 school year
- 10.05 Recommend Scott B. Wilson as High School Head Girls' Basketball Coach, effective the 2015-16 school year

**11. Unfinished Business**

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**12. New Business**

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12.01 Director District 1 Vacancy

**13. Policy Review**

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13.01 Policy 2410 – High School Graduation Requirements – First Review

13.02 Policy 3210 – Nondiscrimination – First Review

13.03 Policy 3211 – Transgender Students – First Review

**14. Board Member Announcements/Suggestions for Future Meetings**

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**15. Next Meeting**

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15.01 Board Retreat, July 13, 2015, 1:00-4:00 p.m. 1610 Blaine St., Room S-11

15.02 July 13, 2015, Public Hearing for Budget Adoption for 2015-16 School Year, 5:00 p.m., 1610 Blaine St., Room S-11

15.03 Regular Board Meeting, 6:00 p.m., 1610 Blaine Street, Room S-11

**16 Executive Session – (if necessary)**

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16.01 Superintendent Evaluation

**17. Action Item**

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17.01 Renew Superintendent Contract

**18. Adjournment**

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Board Chair Holley Carlson called the meeting to order at 6:00 p.m.

Present: Holley Carlson, Jennifer James-Wilson, Pam Daly, Keith White, Nathanael O'Hara. Also present were Superintendent Engle, staff, and community members.

Boy Scout Troop 1860 led the Pledge of Allegiance.

#### Approval of Agenda

Pam Daly moved to approve the agenda. Keith White seconded and the motion carried 5-0.

#### Recognition Board

- Jennifer James-Wilson said she attended the celebration at Jefferson County Public Library on May 12, 2015 regarding inclusion of Native American subject materials in the Library Collaborative collection in school and public libraries.
- Holley Carlson and Nathanael O'Hara praised the senior presentations done on May 19, 2015.

#### Public Comments

Ms. Carlson read the procedure for public comments.

George Oswald, representing the Port Townsend Education Association (PTEA), said although the PTEA feels supported by the Board and community, they also support teachers statewide who are concerned about inadequate funding, class size, and test scores being tied to teacher evaluation. The PTEA will keep the Board and superintendent informed if any actions, such as walk-outs that have been done neighboring districts, are planned.

#### Approval of Minutes

The following minutes were brought for approval:

- April 27, 2015 Regular Board Meeting. Mr. O'Hara moved to approve the minutes. Ms. Daly seconded. It was noted that under the ReCyclery report that Mr. Kolff's first name should be spelled "Kees." With that correction, the motion to approve carried 5-0.
- May 11, 2015 Work/Study Meeting. Ms. Daly moved to approve the minutes of May 11, 2015. Mr. O'Hara seconded and the motion carried 5-0.

#### Consent Agenda

Mr. O'Hara moved to approve the consent agenda. Mr. White seconded and the motion carried 5-0.

Included on the consent agenda were the following items: 1) Payroll for April, 2015; 2) Accounts Payable as of May 26, 2015; 3) Recommend the following actions:

- Hire:
- Recommend the employment of certificated administrators for the 2015-16 school year as per attached personnel action list
  - Recommend the employment of classified administrators for the 2015-16 school year as per attached personnel action list
  - Recommend the employment of full-time and part-time teachers and certificated support personnel for the 2015-16 school year as per attached personnel action list



Recommend the employment of classified non-represented staff for the 2015-16 school year as per attached personnel list  
Recommend Richard Sweeney for the .8 FTE Physical Education Teacher position, Port Townsend High School, effective the 2015-16 school year  
Recommend Sally Shaw-Dankert as 1.0 FTE Kindergarten Teacher at Grant Street Elementary, effective the 2015-16 school year  
Recommend Katie Pangelinan as 1.0 FTE Kindergarten Teacher at Grant Street Elementary, effective the 2015-16 school year  
Recommend Ellen Thomas as .6 FTE School Counselor Leave Replacement at Grant Street Elementary, effective the 2015-16 school year  
Recommend Debbie Barnes for the 5.5 hr./day Special Education Para Educator temporary position at Blue Heron School, effective May 4, 2015  
Accept resignation of Jeanne Chao, .4 FTE OCEAN Program Teacher, effective the end of the 2014-15 school year  
Accept resignation of Hank Fly, Technology Assistant, effective April 30, 2015  
Accept resignation of Julia Cochrane, Para Educator at Blue Heron School, effective the end of the 2014-15 school year  
Accept resignation of Dawn Hansen, Para Educator at Port Townsend High School, effective the end of the 2014-15 school year  
Accept resignation of Stephanie Stephens, Secretary at Blue Heron School, effective the end of the 2014-15 school year  
Accept resignation of Michael Ryan, Groundskeeper, effective June 30, 2015  
Accept resignation of Nettie Hawkins, High School Head Volleyball Coach, effective the end of the 2014-15 school year  
Accept resignation of Kelli Parcher, Head Fastpitch Coach, effective the end of the 2014-15 school year  
Accept resignation of Amy Tidball, Assistant Fastpitch Coach and Assistant Volleyball Coach, effective the end of the 2014-15 school year

Retirement/Resignation:

Board Correspondence

The Board reviewed the following correspondence:

- Letter from Pam Daly regarding re-election
- Email from Lisa Crosby regarding math curriculum

Reports

Maritime Discovery Schools Update – Sarah Rubenstein

Sarah Rubenstein, Maritime Discovery Schools (MDS) Program Manager, explained some of the goals of the program. Evaluations with students, staff, and community partners are planned to gauge progress towards those goals. Some of the class projects done this year were discussed. Ms. Rubenstein spoke about integrating Native American curriculum into the MDS program.

Transportation Plan for 2015-16 – Tracie Twitchell

Tracie Twitchell, Transportation Director, said she is working with the Safe Routes to School Program to promote more biking and walking to school, which will encourage a more active lifestyle for students and families. She is also working to reduce transportation costs, including possibly eliminating some bus routes. Ms. Twitchell said parent and community involvement in supporting these changes is very important. Discussion followed. A letter will be sent to those families where stops will be eliminated explaining the changes.

### Superintendent

#### Curriculum Review

##### Presidential Youth Fitness Program

Mark Tallarico, Blue Heron PE teacher, explained that Blue Heron and the High School have been using the Presidential Physical Fitness Challenge to assess students' fitness compared to other students in the nation. This has now been replaced with the Presidential Youth Fitness Program which provides a new model for fitness assessment. A grant has been awarded to cover three years of this fitness program, after which the cost to the District will be \$149 per year. Discussion followed.

##### The DBQ Project: U.S. and World DBQ, Teacher Materials

George Oswald explained the DBQ (Document Based Questions) Project includes authentic, demanding, and aligned companion questions to the My World History and American History textbooks being reviewed. The cost would be approximately \$2000 and the materials are reproducible.

##### My World History and American History

Mr. Oswald explained these textbooks include material that aligns to Common Core State Standards. Textbooks currently being used are approximately 20 years old. Leslie Shively, Blue Heron teacher, explained there is an online component to this material where students can review material or catch up if they are absent. The request asks for one classroom set of books, and one set for students to have at home. Discussion followed.

#### Calendar of Events

Superintendent Engle discussed the following meetings:

- July 13, 2015, Board Retreat facilitated by Mitch Everton from WSSDA (Washington State School Directors' Association) 1-4 p.m.
- July 13, 2015, Budget Hearing, 5:00 p.m.
- July 13, 2015, Work/Study Meeting, 6:00 p.m.
- August 17, 2015 Board Retreat 10:00 a.m. – 4:00 p.m., also with Mitch Everton

Ms. James-Wilson suggested inviting Laura Tucker, who filed for the Director District 4 position, to the board retreats.

Dr. Engle also spoke about the Blue Heron Principal position.

#### Action Items

##### Approval of High School Drama Field Trip to Oregon, June 8-14, 2015

Jennifer Nielsen, High School Drama Coach, explained the field trip planned to Ashland, Oregon, June 8-14, 2015, which 17 students and three adults will be attending. Ms. James-Wilson moved to approve the High School Drama field trip to Oregon. Mr. White seconded and the motion carried 5-0.

##### Approval of Staff/Student Day 2015-16

Superintendent Engle explained the changes to the times of the staff/student day in each of the schools for 2015-16 school year. Discussion followed. Ms. James-Wilson moved to approve Staff/Student Day for 2015-16. Mr. O'Hara seconded and the motion carried 5-0

##### Approval of Policy 2418 – Waiver of High School Graduation Credits

Ms. Daly moved to approve Policy 2418. Ms. James-Wilson seconded and the motion carried 5-0.

Accept resignation of Walker Wilson, Blue Heron Girls' Basketball Coach and High School Assistant Boys' Basketball Coach, effective the end of the 2014-15 school year

Ms. Daly moved to accept the resignation of Walker Wilson. Mr. White seconded. Ms. James-Wilson recused herself from the voting. Motion carried 4-0.

Board Member Announcements/Suggestions for Future Meetings

Nathanael O'Hara said he will not be at the June 22, 2015 board meeting. Graduation on June 5, 2015, McCurdy Pavilion, Fort Worden, 7:00 p.m. was discussed.

Executive Session

The regular meeting was adjourned at 8:16 for approximately ten minutes to executive session to discuss the performance of a public employee. The executive session was adjourned at 8:26 p.m. The regular meeting was reconvened at 8:26 p.m.

Next Meeting

June 8, 2015, Work/Study Meeting, 6:00 p.m., 1610 Blaine Street, Room S-11

Adjournment

The meeting was adjourned by consensus at 8:26 p.m.

Respectfully submitted,

\_\_\_\_\_  
David Engle, Secretary

ATTEST: \_\_\_\_\_  
Holley Carlson, Board Chair

## Work/Study Meeting

June 8, 2015

Page 1 of 3

Board Vice-Chair Pam Daly called the meeting to order at 6:00 p.m. Present: Pam Daly, Nathanael O'Hara, Keith White, Jennifer James-Wilson. Also present were Superintendent Engle, staff, and community members.

Keith White led the Pledge of Allegiance.

### Agenda Approval

Jennifer James-Wilson moved to approve the agenda. Keith White seconded and the motion carried 4-0.

### Recognition

#### Board

Board members expressed how grateful they all were to have been part of graduation on June 5, and all thought the ceremony was wonderful.

#### Superintendent

Superintendent Engle presented Shining Star Awards to the following people:

- Matt Tyler for his work with the Mountain Bike Team
- Chris Pierson, Brandi Hageman, Ben Dow, Hope Borsato,, and Todd Gubler for their assistance with senior presentations at Fort Worden on May 19, 2015 at Fort Worden.

#### Public Comments:

Nancy Papasodora, Katie Grace, and Carol Gallup spoke in support of keeping Frontier House open. Ms. Gallup requested follow-up information.

The following people spoke in support of Holley Carlson and asked the board to reconsider accepting Ms. Carlson's resignation: Pam Trail, Kathy Stevenson, Carrie, Rell and Quinn Lennox, Jim Emery, and Noah Harrison, Mia Frederickson read a letter from Rebecca Brignoli regarding Ms. Carlson's resignation.

Board Correspondence: The Board reviewed the following correspondence:

- Letter from Jefferson Mental Health Services regarding Frontier House
- Response to email from Lisa Crosby regarding math curriculum

### Reports

#### Annual Review of Policy 4130, Title I

Jason Lynch, Title I Director, explained that board review of this policy is an annual requirement, and reported there are no changes to the policy this year. Ms. James-Wilson asked how many children are served with Title I funds. Mr. Lynch explained that both Grant Street Elementary and Blue Heron School are school-wide Title buildings, which means all students in that school can benefit from programs, if needed. He also explained some things Title I funds can be used for include summer programs, communications that are sent to parents, and this school year, hiring a math coach who works at Grant Street and Blue Heron.

#### Summer Maintenance Programs – Brad Taylor

Mr. Taylor spoke about some projects planned in the District during the summer, including security upgrades (keys and lighting throughout the district), replacing backboards in the High School gym, and coating all the gym floors.

Frontier House Report – Patrick Kane, Learning Support Services Director

Mr. Kane explained some of the reasons Frontier House is being closed, including concerns with students' lack of academic progress and limited social interaction with peers. He stressed that the District wishes to maintain a partnership with Jefferson Mental Health to continue to support the needs of the students. Mr. O'Hara asked how many students are served at Frontier House, and Mr. Kane replied that 6 students from Port Townsend were served there. Superintendent Engle explained this program was originally a partnership with two other districts, who have since withdrawn from the program.

Action Items

Approval of Amended School Calendar 2015-16

Mr. White moved to approve the amended school calendar. Mr. O'Hara seconded and the motion carried 4-0.

Approval of Student Fees for 2015-16

Ms. James-Wilson moved to approve student fees for 2015-16 as presented. Mr. O'Hara seconded and the motion carried 4-0.

Accept Resignation of Holley Carlson, Director District I

Pam Daly read Policy 1114, which states that if a board member chooses to resign, the board's task is simply to "discuss, acknowledge and announce the resignation." Ms. Carlson submitted her resignation on June 5, and was effective immediately. Mr. O'Hara said he appreciated that the incident was handled truthfully, but expressed regret at the loss of Ms. Carlson as a board member. Mr. White, Ms. James-Wilson, and Ms. Daly also expressed their sadness at the resignation and thanked Ms. Carlson for her service on the Board. Ms. Daly spoke about District policies and rules for events conducted on school grounds. Discussion followed. Mr. O'Hara moved to table this item. There was no second to the motion, and the motion died. Ms. James-Wilson moved to acknowledge Ms. Carlson's resignation as received by the board. There was no second to the motion, and the motion died.

New Business - None

Board Member Announcements/Suggestions for Future Meetings

Ms. James-Wilson said the Wellness Committee should have a draft revised Policy 6700 on the agenda for the June 22, 2015 board meeting.

Mr. O'Hara will not be able to attend June 22, 2015 board meeting. Ms. James-Wilson and Mr. White agreed to review Accounts Payable.

Executive Session

The regular meeting was adjourned at 7:55 p.m. to an executive session for approximately 15 minutes to review performance of a public employee. Ms. Daly explained that the executive session was not being held to discuss Ms. Carlson's resignation, but another matter.

Work/Study Meeting

June 8, 2015

Page **3** of **3**

The executive session was adjourned at 8:16 p.m.

Adjournment

The work/study meeting was reconvened at 8:16 and adjourned by consensus at 8:16 p.m.

Next Meeting: Regular Board Meeting, June 22, 2015, 6:00 p.m., 1610 Blaine St., Room S-11

Respectfully submitted,

\_\_\_\_\_  
David Engle, Secretary

ATTEST: \_\_\_\_\_  
Pam Daly, Vice-Chair

June 5, 2015

To: The Superintendent and School Board of Port Townsend, Washington

I had the pleasure last month of spending two days at Frontier School, Jefferson Mental Health in Port Townsend. I would like to take a moment to encourage you to do everything possible to keep this school open. I was able to observe the compassionate and skilled staff work with students who have failed in our public school system due to behavioral and intellectual limitations. This small and caring facility is making a huge difference in these damaged children. For the first time, parents have seen behavioral and intellectual growth in their child and have experienced a positive experience with the school environment. Lives are being touched and learning is happening. This nurturing environment can not be replicated in a public school setting. These children will not be successful if put back into the larger system with less support. If this facility closes, I would guess that the schools who receive these children back will be frustrated and these children will once again face failure and discouragement.

Thank you for caring about children.

Sincerely,

Claudia Rengstorf  
SPU School of Education

Board Vice-Chair Pam Daly called the meeting to order at 7:00 p.m. Present: Pam Daly, Nathanael O'Hara, Keith White, and Jennifer James-Wilson. Also present were Superintendent Engle, staff, and community members.

Agenda Approval

Jennifer James-Wilson moved to approve the agenda as presented. Keith White seconded and the motion carried 4-0.

Public Comments - None

Action Items

Discuss, Acknowledge and Announce the Resignation of Holley Carlson, Director District 1

Pam Daly explained that this item of business was left unfinished at the June 8, 2015 Work/Study Meeting, so this special meeting had been called to complete that item. Ms. James-Wilson said she was grateful for the honest discussion that occurred at the June 8, 2015 meeting, and is also thankful for Ms. Carlson's service. Mr. White and Mr. O'Hara said they also appreciated the discussion at the June 8 meeting, and that Ms. Carlson's contributions to the Board will be missed. Ms. James-Wilson stated that the resignation had been discussed and acknowledged and therefore moved that the board announce the resignation of Holley Carlson, Director District 1. Mr. O'Hara seconded and the motion carried 4-0.

Adjournment

The meeting was adjourned by consensus at 7:08 p.m.

Next Meeting

Regular Board Meeting, June 22, 2015, 6:00 p.m., 1610 Blaine Street, Room S-11

Respectfully submitted,

\_\_\_\_\_  
David Engle, Secretary

ATTEST: \_\_\_\_\_  
Pam Daly, Board Vice-Chair



# PORT TOWNSEND SCHOOL DISTRICT

*"Discover the Power of Learning"*

## Superintendent

Dr. David Engle

360 / 379-4501

FAX: 360 / 385-3617

www.ptschools.org

1610 Blaine Street  
Port Townsend, Washington 98368

## Board of Directors

Pam Daly  
Jennifer James-Wilson  
Nathanael O'Hara  
Keith White

June 15, 2015

Dear Directors,

I am recommending that you approve Mr. Matthew Holshouser as the new Principal of Blue Heron School effective July 1<sup>st</sup> 2015. The Blue Heron staff interview team supports this recommendation, as well.

Mr. Holshouser has a broad range of professional experiences as a teacher and a school administrator. In addition, I believe Matthew brings a high level of knowledge about Blue Heron School, our district's initiatives and our larger Port Townsend community. Matthew will be moving his family from Rio de Janeiro, Brazil, where he has most recently served as the principal of the P-5 American International School there. Certainly, the Holshouser family has a sense of adventure which will serve them well here in Port Townsend!

Sincerely yours,



David Engle



To: Laurie McGinnes

From: Patrick Kane 

Re: Extended School Year (ESY)

Date: 5-21-15

I recommend the following personnel to be hired for the 2015 Special Education Extended School Year (ESY). Debbie Rich and Mary Barnes, certified teachers and Shannon Grewell, Sam Massie, Susan Vokurka and Alice Fraser, classified.

To: Laurie McGinnes

From: Patrick Kane 

Re: Extended School Year (ESY)

Date: 5-21-15

I recommend the following personnel to be hired for the 2015 Special Education Extended School Year (ESY). John Burke at BH to work with the students identified as EBD.

To: Laurie McGinnes

From: Patrick Kane

Re: Blue Heron Life Skills

Date: 6-2-15



I recommend the following candidate to be hired for the 2015-16 Special Education Life Skill teaching position at Blue Heron, Gail Gronwall. She was interviewed by Patrick Kane, John Burke, Karen Waite and Birgitta Onnemyr on May 29, 2015

Port Townsend School District  
Human Resources  
Laurie McGinnis

June 3, 2015

Dear Laurie,

I've been offered a position in the Port Angeles School District for the 2015-16 school year and I've accepted. My plan is to still teach ESY (Extended School Year) in July for Port Townsend.

I've so appreciated my time here. The staff and students are wonderful and I'll miss everyone greatly. If you have any questions, please give me a call at 531-1369.

Sincerely,

A handwritten signature in cursive script that reads "Debbie Rich". The signature is written in black ink and is positioned above the printed name.

Debbie Rich

June 12, 2015

Dr. David Engle  
1610 Blaine Street  
Port Townsend WA 98368

Dear Dr. Engle,

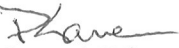
Please accept my letter of resignation from Grant Street Elementary School where I am currently a special education teacher. It has been a pleasure to work at Grant Street this past year, however, due to families issues we will be moving away from Port Townsend. Grant Street is a wonderful school with a great community. I wish everyone the best and thank you for the wonderful opportunity to teach in Port Townsend.

Sincerely,

  
Kathryn Hund

cc: Mary Sepler, Patrick Kane

To: Laurie McGinnes

From: Patrick Kane 

Re: Extended School Year (ESY)

Date: 5-29-15

I recommend the following personnel to be hired for the 2015 Special Education Extended School Year (ESY). Melissa Love, classified.



# GRANT STREET ELEMENTARY

PORT TOWNSEND SCHOOL DISTRICT NO. 50

1637 Grant Street, Port Townsend, WA 98368

Main Office 360.379.4535, Fax 360.379.4261 Mary S. Sepler, Principal

Dear Ms. McGinnis,

I am writing to recommend Lori Witheridge to the Paraeducator/LAP 4 hr/day position for the 2015-16 school year. Lori has worked as a Title 1 Paraeducator in the Port Townsend School District for the past twenty-four years. During Lori's tenure as a Title 1 Paraeducator, she has attended staff development trainings in the area of reading instruction and assessment, and has worked in the Title 1 programs at both Mt. View and Blue Heron Schools. I have worked with Lori in the General Education classroom when she supported Title 1 students in a Targeted Title 1 program, and have seen first hand how she effectively works with both students and classroom teachers. Lori develops a positive rapport with her students, and competently follows the student learning plans set forth by classroom and Title 1 teacher. Lori will be an asset to the Grant Street Eagle Room as a LAP 4 hr/day Paraeducator.

Sincerely,

Jason Lynch

Reading Specialist & Title 1/LAP Coordinator

Port Townsend School District





**Port Townsend  
High School**

*Pride of Ownership  
Responsibility of Citizenship*

*Associated Student Body*

*1500 Van Ness, Port Townsend, WA 98368  
Phone: 360.379.4520 Fax: 360.379.4505*

May 26, 2015

I will be resigning my position as ASB Secretary of Port Townsend High School, effective June 15<sup>th</sup>, 2015.

Sincerely,

Kathy Cavette

June 8, 2015

David Engles, Superintendent  
Port Townsend School District  
415 Fir Street  
Port Townsend, WA

Dear Dr. Engles,

I will not be returning to the Port Townsend School District next school year as I am retiring. I have enjoyed my years working with the students and staff of the district.

Sincerely



Ruth Ellen Larkin

cc Diane Lashinski

## Laurie McGinnis

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**From:** Madeleine Saenz  
**Sent:** Thursday, June 11, 2015 1:10 PM  
**To:** Laurie McGinnis  
**Subject:** resignation

Laurie,

This letter is to inform you that I will not continue my contract at Blue Heron Middle School. It has been great to work again for the students at risk in the Port Townsend District.

I choose to resign because of health reasons.

Sincerely,

Madeleine Saenz



1500 Van Ness, Port Townsend, WA 98368  
Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal Scott R. Wilson, Assistant Principal

To: Human Resources

From: Carrie Ehrhardt

Date: June 11, 2015

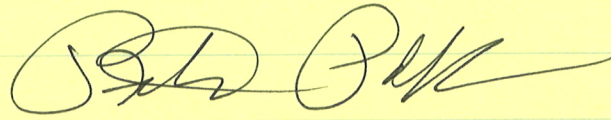
Re: Hiring of ASB Secretary

A handwritten signature in cursive script that reads "Carrie Ehrhardt". The signature is written in black ink and is positioned to the right of the "From:" field, overlapping the printed name.

The high school is pleased to recommend Samantha Massie for the job of ASB Secretary. Samantha is currently employed as a paraprofessional aide at Grant Street School. Her business degree and positive attitude will make her a great fit for this position. Additionally, Samantha came highly recommended by Grant Street Principal, Mary Sepler.

Thank you.

I Anita Polk resign from  
my school Lunch position at  
Grant Street.



6/16/15

will still be a sub bus driver

CLASSIFIED STAFF FOR 2015-16 SCHOOL YEAR

**Paraeducators:**

Michele Bartl  
Cheryl Brady  
Tara Clanton  
Lisa Clark  
Teresa Coupe  
Jennifer Cronin  
Michele Dean  
Nicholas Favicchio  
Carol Flickinger  
Alice Fraser  
Teri Freitas  
Robert Goff  
Shannon Grewell  
Linda Johnson  
Susan Johnson  
Michelle Kienle  
Brenda Lombardy  
Melissa Love  
Lisa Minnihan  
Bigitta Onnemyr  
Amy Recker  
Terri Schweizer  
Sarah Talbert  
Toni Walker  
Lori Witheridge

**Secretaries:**

Donna Benson  
Jan Boutilier  
Samantha Massie  
Lisa Pavoni-Anderson  
Sandra Reid  
Pam Rondeau  
Dane Tudhope-Locklear  
Ruth Williams  
Jessica Winsheimer

**LPN/Paraeducator:**

Susan Vokurka

**Bus Drivers:**

Roxanne Anderson  
David Dickson  
Colleen Jensen  
Roberta Meyer  
Bethel Moore  
Mary Pitts  
Richard Rowland  
James Scherer  
Katherine Van Camp

**Food Services:**

Judy Harwood  
Denise Larson  
Joanne Mackey  
Colleen Mills  
Shannon Minnihan  
Tom Webster

**Custodians:**

Toni Boutilier  
Mary Durham  
Barbara Maxwell  
Chris Montgomery  
Regina Seward  
Ken Stone  
Gordon Wanner

**Computer Tech Personnel:**

Steve Haveron

**Maintenance**

Justin Gray (General Maintenance)  
Robert Heck (HVAC)

## Laurie McGinnis

---

**From:** Carrie Ehrhardt  
**Sent:** Wednesday, May 20, 2015 5:40 PM  
**To:** Laurie McGinnis  
**Subject:** Cheer Resignation

On 5/20/15 7:18 AM, "Kirsten Hammer" <[kirsten\\_hammer@icloud.com](mailto:kirsten_hammer@icloud.com)> wrote:

>Hi Carrie,

>

>I know the cheer contract doesn't officially begin until August, but  
>with the thought of having to schedule tryouts and summer practice  
>weighing heavily on my mind, I feel the need to let you know that after  
>much consideration, as of today, I am unable to continue as cheer advisor.  
>I have truly enjoyed the opportunity. I'd be more than happy to share  
>any helpful information I have with the new advisor.  
>It's been a pleasure working with you and I will be in later this week  
>to turn in my keys.

>

>Thank you,  
>Kirsten Hammer

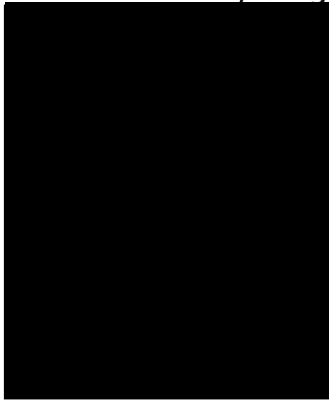
**From:** JEANNE KING [mailto:jeannemk@me.com]  
**Sent:** Friday, June 05, 2015 7:32 AM  
**To:** Scott Wilson  
**Subject:** PT Redhawks girls basketball

Dear Scott,

Please accept this email as a formal resignation as the varsity girls basketball coach at Port Townsend. As you are aware, it was a very difficult decision for me to make but did what I had to do for my family. I sincerely appreciate the opportunity you presented me to work with the girls and I will be available to help out as much as the new coach would like.

Thanks again and Go Redhawks!

Jeanne McNulty-King





Scott Wilson

June 2, 2015

Scott R. Wilson  
Athletic Director  
Port Townsend High School  
1500 Van Ness St.  
Port Townsend, WA 98368

Dear Scott,

I learned yesterday of the resignation of Jeanne King as head coach for the Port Townsend High School Lady Redhawks varsity basketball team. I have enjoyed every minute of my work with Jeanne during this past year as her assistant coach and JV coach, and recognize that her departure is a blow to the girls and the team. She has been a powerfully positive force in the lives of these girls and the program, and she taught me by deed and X's and O's.

In giving me the news of her resignation, Jeanne also asked if I would be interested in stepping in to replace her. While my preference would be to continue working with her, I am interested in filling the vacancy and becoming head coach. Thus please accept this letter as my resignation as assistant coach for the Lady Redhawks basketball team, and my application for the position of head coach. I am committed to continuing to build this program.

A brief summary of my experience follows; I can provide more detail at any time:

- 2014-15: Assistant Coach, Lady Redhawks basketball
- 2013-14: C Squad Coach, high school boys basketball
- From 2004 to 2008, Blue Heron Middle School basketball coach for either boys or girls.
- Periodically coached high school boys and girls in Kitsap County summer leagues 2004-09.
- Organized trips and coached three Olympic Peninsula all-star high school girls' basketball teams in European tours, typically two weeks and 10 games, between 2003 and 2008.
- Have always worked to advance my skills through professional development clinics, most recently the PGC/Glazier Basketball Seminar held in Redmond, Wash. April 10-12, 2015.

Please let me know if you would like further information.

Sincerely,



Scott Wilson

[scott@ptleader.com](mailto:scott@ptleader.com) • (360) 301-6063

June 4<sup>th</sup>, 2015

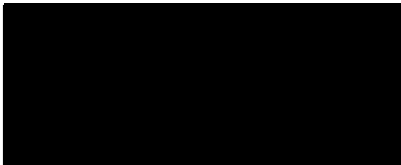
To: Scott Wilson. Port Townsend High School Athletic Director.

I formally resign as Head Coach of Girls' soccer.

Respectfully,

A handwritten signature in black ink, appearing to be 'C. Foden', with a long horizontal stroke extending to the right.

Colin M. Foden



MCD

June 2, 2015

To whom it may concern:

Although I know it is unlikely that there will be sufficient numbers to warrant a JV coaching position for PTHS Girls soccer, I am resigning my position as JV Girls coach. I've really enjoyed the opportunity to work with students in that capacity/on the field and I appreciate that the district has allowed me the opportunity over the last decade.

Thanks,



Tom Gambill

PTHS teacher

To: Port Townsend School District

June 16, 2015

To the Board –

This letter serves as my official resignation from the Head Middle School Volleyball Coach position at Blue Heron Middle School. I have greatly appreciated my time with the players and feel fortunate to have helped with the program. My resignation is not connected to dissatisfaction with the program, in any way. I simply do not have enough hours in the day to commit to coaching at this time.

Thank you for all you do for our community's youth,

Jamie Montague



1500 Van Ness, Port Townsend, WA 98368

Phone: 360.379.4520 Fax: 360.379.4505

Carrie Ehrhardt, Principal Scott R. Wilson, Assistant Principal

To:

Port Townsend District 50  
1500 Van Ness  
Port Townsend, WA 98368

From:

Scott R. Wilson  
District Athletic Director  
Port Townsend School District 50  
1500 Van Ness  
Port Townsend, WA 98368

RE: Scott B. Wilson: Head Girls' Basketball Coach

Date: June 15, 2015

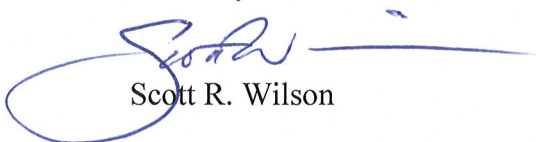
Dr. Engle and Members of the School Board,

I am pleased to report that Scott B. Wilson has requested to be considered for the Head Varsity Girls' Basketball position that has been recently vacated by Jeanne McNulty King.

Scott B. Wilson is a natural fit for the position. For the last two seasons, Scott has served as assistant in both boys and girls basketball. His demeanor, healthy attitude, knowledge of the game and solid preparation make him best person for the job. I am confident that Scott will work in the best interest of our student-athletes.

I, Scott Randall Wilson, recommend Scott B. Wilson for the position of Varsity Girl's Basketball coach at Port Townsend High School for the 2015-16 school year.

Sincerely,



Scott R. Wilson

cc: Lysa Falge, Athletic Coordinator



ATHLETICS

ASB 2

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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$3,008.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:  
Warrant Numbers 10106 through 10106, totaling \$3,008.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
10106	ASB IMPREST FUND	05/29/2015	3,008.00
1	Computer	Check(s) For a Total of	3,008.00

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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$11,898.30. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:  
Warrant Numbers 10092 through 10105, totaling \$11,898.30

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

Check Nbr	Vendor Name	Check Date	Check Amount
10092	BANK OF AMERICA VISA	05/29/2015	2,002.91
10093	BENJAMIN, WELCH	05/29/2015	91.85
10094	DL LOGOS	05/29/2015	318.25
10095	Falge, Lysa Marie	05/29/2015	10.00
10096	Jurczynski, Thaddeus	05/29/2015	1,100.00
10097	KING COUNTY DIRECTORS	05/29/2015	106.60
10098	KING, JEANNE	05/29/2015	247.54
10099	LINFIELD COLLEGE	05/29/2015	5,640.00
10100	Manning, Jennifer Dawn	05/29/2015	55.75
10101	NATIONAL ACHIEVER SERVICES	05/29/2015	55.39
10102	PLAIN GAMES INC	05/29/2015	419.00
10103	PROSTOCK ATHLETICS	05/29/2015	691.01
10104	Urner, Libby	05/29/2015	800.00
10105	WEST CENTRAL DISTRICT III	05/29/2015	360.00

14 Computer Check(s) For a Total of 11,898.30

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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,903.76. The payments are further identified in this document.

Total by Payment Type for Cash Account, CAPITAL PROJECTS:  
Warrant Numbers 3224 through 3224, totaling \$2,903.76

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

Check Nbr	Vendor Name	Check Date	Check Amount
3224	Hanson Electric	06/15/2015	2,903.76
1	Computer	Check(s) For a Total of	2,903.76



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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$153,623.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND:  
Warrant Numbers 59024 through 59069, totaling \$153,623.05

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

Check Nbr	Vendor Name	Check Date	Check Amount
59024	ADVANCEMENT COURSES	05/29/2015	478.40
59025	BANK OF AMERICA VISA	05/29/2015	8,447.09
59026	BAY CITY SUPPLY	05/29/2015	54.82
59027	Behrenfeld, Timothy Jon	05/29/2015	1,283.73
59028	BLICK ART MATERIALS	05/29/2015	71.07
59029	CANON FINANCIAL SERVICES INC	05/29/2015	207.07
59030	CAROLINA BIOLOGICAL SPLY	05/29/2015	53.34
59031	CENTURYLINK	05/29/2015	619.84
59032	CHIMACUM SCH DIST#49-CO-OP TRA	05/29/2015	2,199.93
59033	CLARK SECURITY PRODUCTS INC	05/29/2015	255.09
59034	COLLEGE BOARD AP WRO	05/29/2015	3,788.00
59035	DEPT OF LABOR & INDUSTRIES	05/29/2015	32.00
59036	ESD 114	05/29/2015	88,732.40
59037	Falge, Lysa Marie	05/29/2015	54.05
59038	FERRA, LORRAINE	05/29/2015	600.00
59039	Guthrie, James F	05/29/2015	1,250.00
59040	Haveron, Steve J	05/29/2015	294.40
59041	HOUGHTON MIFFLIN HARCOURT	05/29/2015	10,962.45
59042	Kane, Patrick J	05/29/2015	178.20
59043	KING COUNTY DIRECTORS	05/29/2015	3,341.64
59044	KROGER - QFC CUSTOMER CHARGES	05/29/2015	312.30
59045	LES SCHWAB	05/29/2015	378.61
59046	Manning, Jennifer Dawn	05/29/2015	121.01
59047	MILLER, KATE	05/29/2015	645.32
59048	NASCO	05/29/2015	182.19
59049	O'Brien, Molly Anne	05/29/2015	100.10
59050	OMWBE	05/29/2015	100.00
59051	PANE D/AMORE	05/29/2015	366.00
59052	PEARSON ASSESSMENTS	05/29/2015	41.42
59053	PLATT	05/29/2015	470.23
59054	PORT TOWNSEND ROTARY CLUB	05/29/2015	200.00
59055	POSTAGE BY PHONE RESERVE ACCOU	05/29/2015	1,025.00
59056	PT WILSON SAIL & POWER SQUAD	05/29/2015	727.83

Check Nbr	Vendor Name	Check Date	Check Amount
59057	PUBLIC UTILITY DISTRICT	05/29/2015	20,998.67
59058	Rich, Deborah E	05/29/2015	30.37
59059	Rublaitus, Tanya K	05/29/2015	61.53
59060	SHIFFLER EQUIPMENT SALES INC	05/29/2015	305.71
59061	Shively, Leslie L	05/29/2015	184.81
59062	Smith, Kristin F	05/29/2015	50.00
59063	SOS PRINTING	05/29/2015	904.94
59064	SOUND PUBLISHING INC	05/29/2015	84.70
59065	STATE AUDITOR	05/29/2015	2,525.20
59066	Taylor, Brad James	05/29/2015	57.32
59067	TIGER DIRECT INC	05/29/2015	626.91
59068	Watson, Kelley	05/29/2015	159.36
59069	WIAA	05/29/2015	60.00
46	Computer	Check(s) For a Total of	153,623.05

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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$16,285.82. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASSOCIATED STUDENT BODY:  
Warrant Numbers 10107 through 10133, totaling \$16,285.82

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

Check Nbr	Vendor Name	Check Date	Check Amount
10107	Agnew, Angela	06/15/2015	500.00
10108	ASB IMPREST FUND	06/15/2015	3,711.00
10109	CHIMACUM CORNER FARMSTAND	06/15/2015	741.20
10110	CONTINENTAL ATHLETIC SUPPLY	06/15/2015	2,844.65
10111	Dempsey, Jennifer	06/15/2015	543.73
10112	Ehrhardt, Carrie L	06/15/2015	56.97
10113	FORT WORDEN STATE PARK	06/15/2015	165.46
10114	Fraser, Ian	06/15/2015	79.92
10115	GOOD MAN SANITATION	06/15/2015	190.56
10116	GOOD SPORTS	06/15/2015	270.32
10117	GROUNDED DESIGNS	06/15/2015	250.00
10118	HENERY HARDWARE	06/15/2015	98.14
10119	HOLLY'S FLOWERS	06/15/2015	483.96
10120	Juran, Beth	06/15/2015	486.12
10121	Kienle, Michelle Joan	06/15/2015	100.00
10122	Kruse, Jennifer Kathleen	06/15/2015	98.92
10123	Manning, Jennifer Dawn	06/15/2015	77.00
10124	Manning, Thomas	06/15/2015	200.00
10125	McGuire, Rebekah	06/15/2015	65.15
10126	Nathan, Laura	06/15/2015	124.28
10127	Rublaitus, Tanya K	06/15/2015	390.00
10128	SAFEWAY	06/15/2015	402.83
10129	Shively, Steven G	06/15/2015	200.00
10130	STEEPLEWEB	06/15/2015	198.00
10131	Urner Wennstrom, Elizabeth	06/15/2015	660.41
10132	WEST CENTRAL DISTRICT III	06/15/2015	112.00
10133	WESTERN PENINSULA UMPIRES ASSN	06/15/2015	3,235.20

27 Computer Check(s) For a Total of 16,285.82

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 June 22, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$96,839.33. The payments are further identified in this document.

Total by Payment Type for Cash Account, GENERAL FUND:  
Warrant Numbers 59070 through 59137, totaling \$96,839.33

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

Check Nbr	Vendor Name	Check Date	Check Amount
59070	ADMIRAL SHIP SUPPLY	06/15/2015	433.56
59071	ALDEN ASSOCIATES INC	06/15/2015	157.06
59072	BRYSON SALES & SERVICE OF WA	06/15/2015	503.21
59073	BUTLER, ROBERTA L	06/15/2015	2,430.00
59074	CARNAHAN, LACEY	06/15/2015	297.00
59075	CENEX FLEETCARD	06/15/2015	3,013.61
59076	Chenruk-Geelan, Cherry	06/15/2015	537.50
59077	CHIMACUM SCHOOL DISTRICT #49	06/15/2015	360.00
59078	CHIMACUM SCH DIST#49-CO-OP TRA	06/15/2015	10,729.10
59079	CITY OF PT TOWNSEND	06/15/2015	4,976.93
59080	Colton, Mary K	06/15/2015	89.28
59081	COOPER FUEL & AUTO REPAIR	06/15/2015	768.64
59082	COSTCO	06/15/2015	285.92
59083	DAIRY FRESH FARMS INC	06/15/2015	1,535.79
59084	DATABASE SECURE RECORDS DESTRC	06/15/2015	41.63
59085	DESIGN SOUND NW	06/15/2015	28.50
59086	DIGITAL INSURANCE INC	06/15/2015	500.00
59087	DM DISPOSAL CO INC	06/15/2015	4,839.34
59088	Dow, Julianne Michelle	06/15/2015	165.75
59089	EDENSAW WOODS	06/15/2015	11,872.50
59090	ESD 114	06/15/2015	2,809.25
59091	ESSEX, MEREDITH	06/15/2015	600.00
59092	Falge, Lysa Marie	06/15/2015	64.98
59093	FERRA, LORRAINE	06/15/2015	1,100.00
59094	FOLLETT EDUCATIONAL SERVICES	06/15/2015	2,730.71
59095	FOOD SERVICES OF AMERICA	06/15/2015	10,361.31
59096	Goff, Robert Galen	06/15/2015	10.12
59097	GRAINGER	06/15/2015	99.81
59098	GREENTREE COMMUNICATIONS	06/15/2015	94.57
59099	HADLOCK BUILDING SUPPLY	06/15/2015	6.30
59100	HEALTH CARE AUTHORITY	06/15/2015	3,371.25
59101	HENERY HARDWARE	06/15/2015	905.36
59102	Heritage Institute	06/15/2015	325.00

Check Nbr	Vendor Name	Check Date	Check Amount
59103	JAMESTOWN NETWORKS	06/15/2015	900.00
59104	JIVE COMMUNICATIONS, INC.	06/15/2015	5,456.14
59105	JT EDUCATIONAL CONSULTANTS INC	06/15/2015	700.00
59106	Kane, Patrick J	06/15/2015	98.90
59107	KARSCHNEY CONSULTING	06/15/2015	3,900.00
59108	KING COUNTY DIRECTORS	06/15/2015	785.54
59109	LANCE, PHILIPPA	06/15/2015	6,555.00
59110	LEADER	06/15/2015	274.75
59111	Lynch, Jason Edward	06/15/2015	52.90
59112	LYON, KENNETH D	06/15/2015	500.00
59113	MASCO PETROLEUM	06/15/2015	4,517.77
59114	McGinnis, Laurie Kathleen	06/15/2015	115.00
59115	MILLER, KATE	06/15/2015	425.00
59116	Molotsky, Daniel Robert	06/15/2015	155.00
59117	NIXON, INGRID	06/15/2015	200.00
59118	OLYMPIC PRINTER RESOURCES INC	06/15/2015	128.62
59119	OLYMPIC SPRINGS	06/15/2015	64.52
59120	OLYMPIC ART & OFFICE	06/15/2015	8.04
59121	PACIFIC OFFICE EQUIPMENT	06/15/2015	1,895.75
59122	PART WORKS INC	06/15/2015	301.68
59123	PHONAK	06/15/2015	858.14
59124	PORTER FOSTER RORICK LLP	06/15/2015	130.00
59125	REALLY GOOD STUFF	06/15/2015	127.57
59126	RED DOG FARM	06/15/2015	507.50
59127	SABA & ASSOCIATES	06/15/2015	130.00
59128	Shaw, Sheri Janell	06/15/2015	196.20
59129	Smith, Kristin F	06/15/2015	100.00
59130	SOUND PUBLISHING INC	06/15/2015	189.20
59131	SUPPLYWORKS	06/15/2015	111.43
59132	Taylor, Brad James	06/15/2015	88.78
59133	UPS STORE	06/15/2015	73.82
59134	WASH STATE FERRIES	06/15/2015	33.70
59135	WELCH, ANN	06/15/2015	1,000.00
59136	WESTBAY AUTO PARTS	06/15/2015	21.20
59137	Wilson, Scott Randall	06/15/2015	193.20
68	Computer	Check(s) For a Total of	96,839.33

PORT TOWNSEND SCHOOL DISTRICT NO. 50

Payroll for the month of                      May, 2015

We, the undersigned, do hereby certify that the foregoing payroll is just, true and correct; that the persons whose names appear hereon actually performed services as stated for the time shown, and that the amounts are actually due and unpaid,

\_\_\_\_\_  
Clerk of District

Approved gross in the sum of	\$ <u>675,236.32</u>	Employee Gross
	<u>246,809.81</u>	Employer Contribution
	_____	Payroll Adjustment*
	<u>922,046.13</u>	Total Distribution

DIRECTORS:

_____	_____
_____	_____
_____	_____

\*Provision is made for the adjusting of employee and employer benefits as necessary.

## School Board

---

**From:** Tom Thiersch <thiersch-public@usregs.com>  
**Sent:** Friday, June 05, 2015 4:02 PM  
**To:** 'Thoughtexchange - Dr. David Engle'; School Board  
**Cc:** David Engle  
**Subject:** RE: Please assign your stars: District Staff and Community

In project management, a "rough order of magnitude" means -50% to +50%. Here, though, one can expect only the "+" part to apply.

In any case, that's far too imprecise to ask for public opinion/approval.

The last time this district tried to float a big bond, it failed, *twice*. One big reason was that the 2007 cost estimate from the architects to build a new Grant St. school was \$22 million. By the time the bond was on the ballot in early 2008, the cost for just the school had ballooned to \$32,520,000 of the total \$33,840,000 bond request, which grew further the second time in Nov. 2008 to \$35,602,587 (total cost including interest would have been > \$52 million over 15-17 years).

That bond request was the largest ever in Jefferson County (for any purpose); now, the district plans to ask for more???

The failure to provide more credible estimates will, again, be a major deciding factor if/when this is put on the ballot.

This survey provides only a sliver of documentation describing the intended uses of funds.

It appears to me that the real goal of this survey is for the district to be able to say, "We asked for public input." Well, you can say that you did.

Tom Thiersch



SAVE PAPER - Please do not print this e-mail unless absolutely necessary.

---

**From:** Thoughtexchange - Dr. David Engle [<mailto:btaylor.at.ptschools.org@email.thoughtexchange.com>]  
**Sent:** Friday, June 05, 2015 2:44 PM  
**To:** [thiersch-public@usregs.com](mailto:thiersch-public@usregs.com)  
**Subject:** Please assign your stars: District Staff and Community

Hello and welcome to the next step of this School Facilities Process.

Even if you weren't able to participate in the first part of this Process you are invited to participate in this next step.

We have gathered many great responses to our questions. We are now asking that you take some time to consider the responses and indicate your priorities regarding potential school construction projects to be included in our district's next construction bond.

For more information and to participate, please click [here](#) to assign your stars

There are several things to remember in this process. What you see in these scenarios show dollar amounts that

represent a **rough order of magnitude**. These amounts will likely shift as the final scenario is developed. A final scenario will have dollar amounts that will be much closer to actual costs. The ideas you see here represent the collective efforts of the Port Townsend School District Long Range Planning Steering Committee and reflect careful consideration of district needs for the future.

Most importantly, other ideas are encouraged and welcomed throughout this process. Your ideas matter!

This will help us get a sense of shared values and priorities of our Port Townsend School community on this urgent topic.

There are no logins or passwords and you are not signing up for a product or service.

Please do not forward this message, since the links are customized for you. If you know someone else who would like to participate, please reply to this message and we will be happy to send them their own invitation.

Notes about this process:

1. We estimate it will take you between **5 minutes** and **15 minutes** to participate.
2. Please complete this step by **Thursday June 11, 2015 11:00 PM**.
3. You can assign stars at your own pace, and come back to add or remove stars at any time until this date.
4. If you would rather **not** participate, please click here to opt out.
5. This is the second of three steps: Share - Star - Discover. More information can be found by clicking the link below.

The next step is to click here to assign your stars

Sincerely yours,

David Engle, Superintendent  
Port Townsend School District

-----  
This email has been sent from the Thoughtexchange system for Port Townsend School District (ptschools - #253)

If you have problems with the link above you can copy and paste the text below to your browser:

<http://thotex.com/LBfHhjrnmq7Re>

What is a Thoughtexchange Process? Learn more [here](#)



## School Board

---

**From:** Mitchell Poling <mapoling41@gmail.com>  
**Sent:** Thursday, June 11, 2015 2:02 PM  
**To:** David Engle; Keith White; Holley Carlson; Nathanael O'Hara; Jennifer James-Wilson; Pam Daly  
**Cc:** sboard@ptschools.org.  
**Subject:** Lincoln School

A letter to the Superintendent and the School Board

Keep the Lincoln School

There are three major buildings Uptown, the Court House, the Customs Building, and the Lincoln School. They were built by the founders of Port Townsend for Law, Government, and Education. These buildings have been the pillars upon which this town has stood. Their magnificent architecture symbolizes the spirit of this town as outstanding examples of the Victorian times. This is a gift from the founders, a gift that once lost, takes away from the uniqueness, spirit, and attractiveness of Port Townsend. Many people have chosen to live here because of these qualities. Thousands of people come here to visit as tourists because of these qualities. It is in our best interests to maintain and keep our heritage intact, both economically and in quality of life.

The people of Port Townsend have shown, time and time again, that they appreciate this, and that they are willing to pay for it. We need to keep the Lincoln Building.

Give us the chance to show our support, in the form of a bond issue, fund raising, volunteer service, or whatever else is necessary to keep the Lincoln Building. In turn, you, the Superintendent and the School Board, will receive full honor and credit for saving a building that means so much and symbolizes so much for Port Townsend.

Let's just do it!

Mitch Poling, Port Townsend Citizen  
2112 Landes Street  
Port Townsend, WA  
360 379 1178  
[mapoling41@gmail.com](mailto:mapoling41@gmail.com)

**M E M O R A N D U M**

DATE: June 22, 2015

TO: David Engle, Superintendent  
Port Townsend School Board

FROM: Brad Taylor  
Director of Support Services

SUBJECT: Meal prices for the 2015-2016 school year

I recommend that meal prices for the 2015-2016 school year be as follows:

Elementary (K-3):	Breakfast \$1.25	Lunch \$2.50
Secondary (4-12):	Breakfast \$1.50	Lunch \$2.75
Adult meal:	\$2.00	\$3.50
Milk only:	\$0.50	\$0.50

No change to meal or milk prices is necessary for the 2015-16 school year.

Brad Taylor

## PTHS SPORTS PARTICIPANTS 2014-15

<b>FALL SPORTS</b>	<b>MALE</b>	<b>FEMALE</b>
Cross Country	17	8
Football	45	
Girls Soccer		15
Girls Swimming		20
Volleyball		27
Football Cheerleading		17
<b>WINTER SPORTS</b>		
Boys Basketball	22	
Girls Basketball	15	
Wrestling	8	4
Basketball Cheerleading	14	
<b>SPRING SPORTS</b>		
Baseball	13	
Softball		12
Golf	10	3
Boys Soccer	27	
Track	18	20
<b>TOTAL</b>	189	126

<b>PTHS ATHLETES PARTICIPATING - MALE THROUGH CHS TENNIS</b>	<b>FEMALE</b>
1	3

<b>GRAND TOTAL MALE 190</b>	<b>GRAND TOTAL FEMALE 129</b>
-------------------------------------	---------------------------------------

**COMBINED TOTAL            319**



# BUILDING SOMETHING GOOD

COLLABORATIVE CAPITAL PROJECT  
JEFFERSON COUNTY, WASHINGTON



# HOW WE ARRIVED HERE

## Vision 2002

- YMCA Supported by Port Townsend City Council
- The Y - Meeting Community Needs
  - Licensed School Age Childcare
  - Summer Meals & Activities
  - Health and Well-Being Programs
- Collective Impact
  - Healthy Lifestyles Workgroup
  - Business Case for Medical Y Partnership



# THE PARTNERS



**PORT TOWNSEND**  
School District

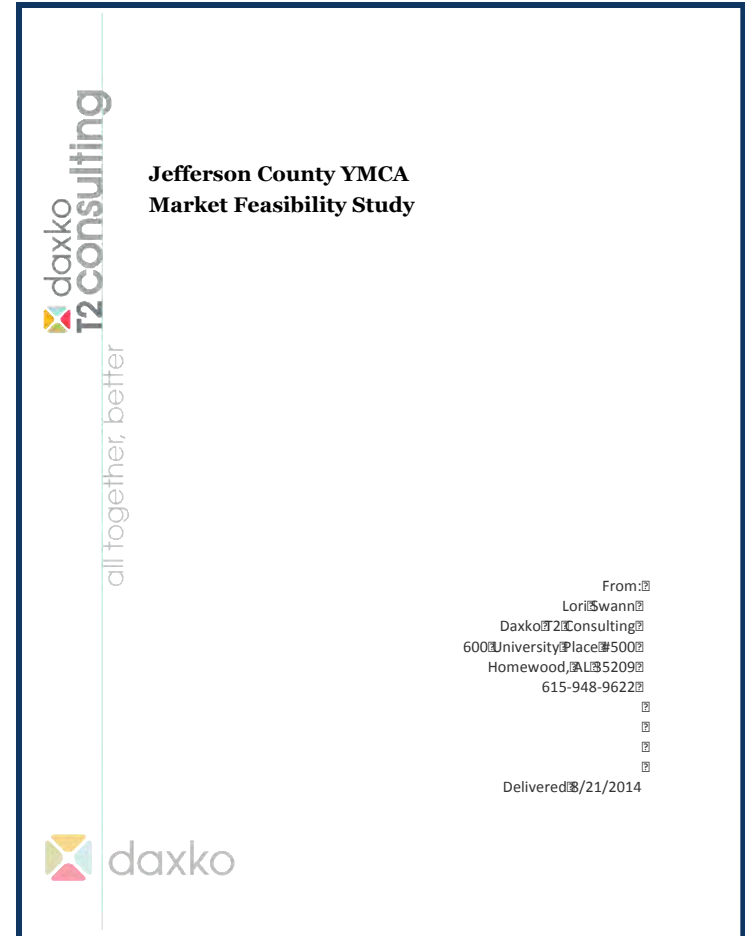


# MEMBERSHIP MARKET FEASIBILITY STUDY

Twenty-two question survey of Jefferson County residents

- Does Community want a Y?  
**54.2% (805 surveyed)**
- What features?  
**From a list of 36 choices, 4 of the top 6 are aquatics**
- Where should it be built?  
**74.8%, Mt. View**
- Will they join?  
**1,309 Member Units**

Voice of the Community



# PRO FORMA OPERATING FINANCIALS

## Projected 1<sup>st</sup> Year Operation

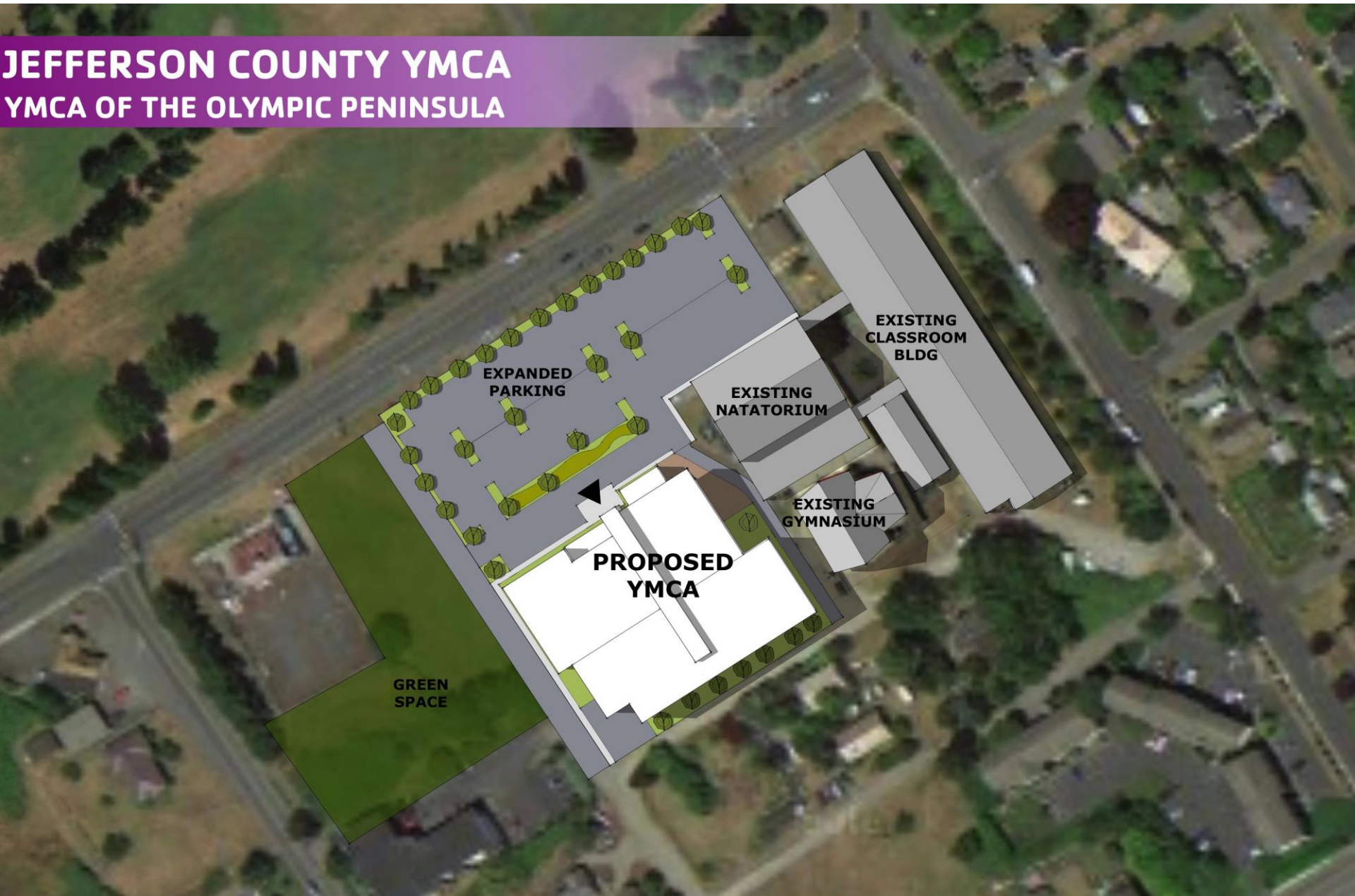
- Revenue - \$1,470K
- Expense - \$1,452K
- Surplus - \$ 18K

Olympic Peninsula YMCA - New Port Townsend Facility Summary of Operating Proforma				
Acct	Account Name	current operations	added for new facility	combined
01	CONTRIBUTIONS	99,338	70,000	169,338
03	SPECIAL EVENTS	25,830	-	25,830
08	UNITED WAY	33,000	-	33,000
10	GOVT CONTRACTS	25,042	-	25,042
11	MEMBERSHIP DUES	-	860,595	860,595
13	PROGRAM FEES	171,953	79,255	251,208
14	SALES OF MERCH.	-	-	-
15	INTEREST REVENUE	-	-	-
16	RENT & MISC. REVENUE	8,088	64,500	72,588
18	FINANCIAL ASSISTANCE	32,859	-	32,859
	<b>Total Revenue</b>	<b>388,110</b>	<b>1,074,360</b>	<b>1,470,480</b>
21	SALARIES & WAGES	225,225	519,185	744,410
22	BENEFITS	10,061	72,976	83,037
23	PAYROLL TAXES	23,014	49,929	72,943
24	CONTRACT SERVICES	5,550	44,000	49,550
25	SUPPLIES & MATERIALS	38,388	79,788	118,176
26	TELEPHONE & COMM	3,609	5,000	8,609
27	POSTAGE & SHIPPING	898	500	1,398
28	OCCUPANCY	2,552	140,998	143,550
29	EQUIPMENT	3,770	1,000	4,770
31	ADV. & PROMOTION	3,156	(1,764)	1,392
32	TRAVEL & MILEAGE	16,057	1,000	17,057
33	TRAINING & STAFF DEV	2,622	4,322	6,944
35	DUES-REG. & LICENSE	5,595	14,705	20,300
36	REWARDS & RECOGNITION	202	-	202
37	FINANCING & BANK FEES	-	-	-
38	INSURANCE	-	27,000	27,000
39	MISCELLANEOUS	687	2,000	2,687
48	ADMIN SUPPORT	53,267	-	53,267
53	ASSET PURCHASES	-	-	-
	RESERVES	-	96,691	96,691
	<b>Total Expenses</b>	<b>384,863</b>	<b>1,067,330</b>	<b>1,451,883</b>
	<b>Department Net Surplus (Subsidy)</b>	<b>1,467</b>	<b>17,020</b>	<b>18,477</b>



# PRE DESIGN SITE PLAN

**JEFFERSON COUNTY YMCA**  
**YMCA OF THE OLYMPIC PENINSULA**



# PRE DESIGN 1<sup>st</sup> FLOOR SCHEMATIC

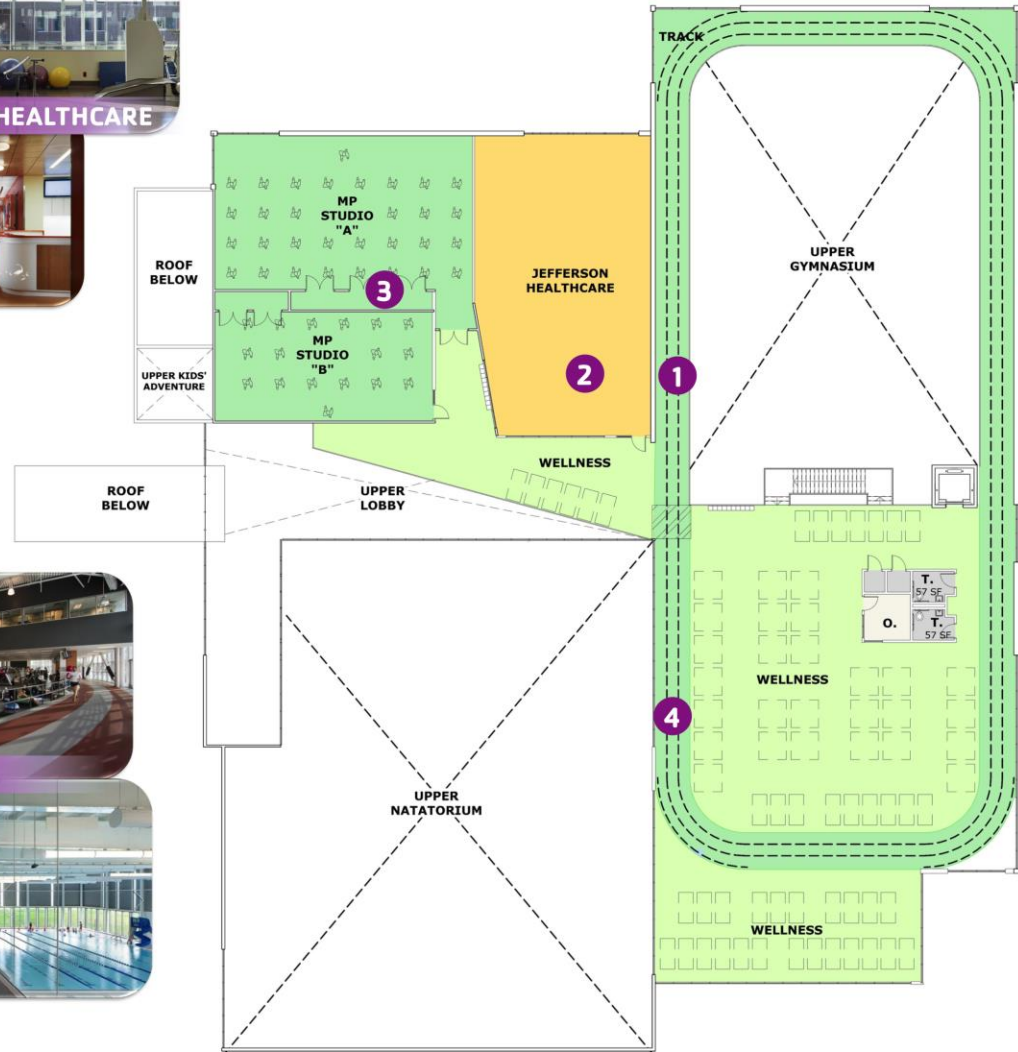
## CONCEPTUAL PLAN + VENUES FIRST FLOOR





# PRE DESIGN 2<sup>nd</sup> FLOOR SCHEMATIC

## CONCEPTUAL PLAN + VENUES SECOND FLOOR



# PROJECT TIMELINE

- ☑ Market Feasibility Study – 2014
- ☑ Pro Forma Operating Financials – 2014
- ★ Facility Feasibility Study – 1<sup>st</sup> half of 2015
  - ☑ Pre-Design schematics
    - Community Input on Pre-Design schematics
    - Final Conceptual Design includes capital cost estimates
- ★ Capital Campaign Planning Study – 2<sup>nd</sup> half 2015
- ★ Capital Campaign – 2016 through 2017
- ★ Construction – 2018 to 2019

# QUESTIONS & ANSWERS



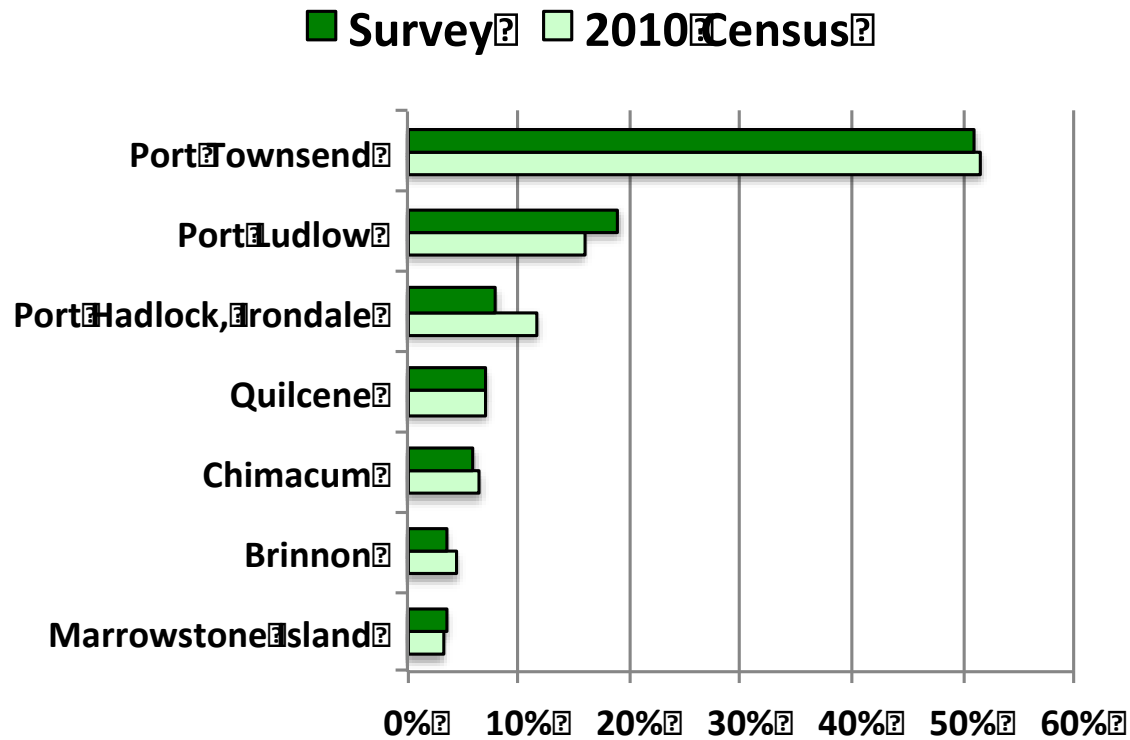
# THANK YOU



8 AM Aqua Power Class

# SURVEY SAMPLE vs ZIP CODE POPULATION

805 RANDOM PHONE CALLS – LANDLINE & CELL



# Location

## Two Choices Given

- Mountain View Commons
- A Site in the Port Hadlock-Irondale Urban Growth Area (UGA)

Question: Which of the locations is the most convenient to you?

Interest	% of respondents
Mountain View Commons	67.8%
Port Hadlock/Irondale UGA	24.1%
Both are equally convenient	7%
Neither are convenient	1.1%
Total	100%



# MOST DESIRED PROGRAMMING

Question: Would you or someone in your family use the following {never, sometimes, often}?

The Top 6 of 36 Choices

Would use <u>often</u>	% of respondents
Recreation/open swim	48.0%
Warm water therapy/exercise pool	42.0%
Cardiovascular equipment	41.1%
Aquatic exercise class	35.8%
Lap swimming	35.6%
Sauna/steam	33.6%

# DEMAND FOR MEMBERSHIPS

Based upon those who responded to “very likely” to join at the middle of three price levels presented

Membership Type	Monthly Fee	Unit Forecast	Annual Revenue
2 adults & children	\$74	189	\$167,832
2 adults	\$64	236	\$181,248
1 adult with children	\$55	43	\$ 28,380
Adult (ages 30-64)	\$46	204	\$112,608
Senior (ages 65+)	\$38	617	\$281,352
Young adult (ages 19-29)	\$35	20	\$ 8,400
Total		1309	\$779,820

Used to develop operating pro forma

# TRANSPORTATION ACCESS

Question: What mode of transportation would you use to access the facility?

Mode	% of respondents
Private vehicle	73.4%
Walking	13.9%
Biking	6.7%
Public transit	4.4%
Car pool	1.6%
Total	100%

PORT TOWNSEND SCHOOL DISTRICT NO 50  
CALENDAR OF EVENTS  
June 22, 2015 – July 13, 2015

- June 22 Regular Board Meeting, 6:00 p.m., 1610 Blaine Street, Room S-11
- June 23 Policy Review Committee Meeting, 3:30 p.m., Room S-11 (Jennifer and Pam)
- June 24 Facilities Committee Meeting, 3:30 p.m., Room S-11 (Nathanael, Jennifer)
- July 13 Board Retreat, 1-4 p.m., Room S-11  
Budget Hearing, 5:00 p.m., Room S-11  
Work/Study Meeting, 6:00 p.m.

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of April, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	3,250,537	1,209,934.87	2,936,726.30		313,810.70	90.35
2000 LOCAL SUPPORT NONTAX	515,455	61,451.95	300,779.86		214,675.14	58.35
3000 STATE, GENERAL PURPOSE	6,537,785	590,204.56	4,525,114.68		2,012,670.32	69.21
4000 STATE, SPECIAL PURPOSE	2,052,928	168,716.49	1,248,169.67		804,758.33	60.80
5000 FEDERAL, GENERAL PURPOSE	0	44.19	32,469.56		32,469.56-	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,278,499	81,634.68	583,464.78		695,034.22	45.64
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	5,500	.00	.00		5,500.00	0.00
9000 OTHER FINANCING SOURCES	279,016	.00	160,900.67		118,115.33	57.67
<u>Total REVENUES/OTHER FIN. SOURCES</u>	13,919,720	2,111,986.74	9,787,625.52		4,132,094.48	70.31
<b>B. EXPENDITURES</b>						
00 Regular Instruction	6,516,148	516,617.37	4,421,135.45	1,923,927.73	171,084.82	97.37
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,264,307	249,277.53	1,527,692.76	844,924.60	108,310.36-	104.78
30 Voc. Ed Instruction	462,023	36,259.27	323,197.52	135,926.47	2,899.01	99.37
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	868,846	57,671.46	452,717.70	205,518.84	210,609.46	75.76
70 Other Instructional Pgms	644,673	36,954.44	210,653.54	68,617.00	365,402.46	43.32
80 Community Services	5,879	1,480.53	9,399.87	1,336.16	4,857.03-	182.62
90 Support Services	3,193,844	340,948.49	2,186,475.25	1,027,433.01	20,064.26-	100.63
<u>Total EXPENDITURES</u>	13,955,720	1,239,209.09	9,131,272.09	4,207,683.81	616,764.10	95.58
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(Under)EXP/OTH FIN USES(A-B-C-D)</u>	36,000-	872,777.65	656,353.43		692,353.43	< 1000-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	444,000		417,739.44			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	408,000		1,074,092.87			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	7,029.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	1,930.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	2,973.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	340,000	.00
G/L 872 Committd to Min Fnd Bal Policy	0	297,367.44
G/L 875 Assigned Contingencies	50,000	50,000.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	58,440.00
G/L 890 Unassigned Fund Balance	18,000	656,353.43
<u>TOTAL</u>	408,000	1,074,092.87

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of April, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	1,168,739	425,140.86	1,053,206.09		115,532.91	90.11
2000 Local Support Nontax	365,376	5,976.76	53,345.35		312,030.65	14.60
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,534,115	431,117.62	1,106,551.44		427,563.56	72.13
<b>B. EXPENDITURES</b>						
10 Sites	200,000	.00	21,290.01	23,048.78	155,661.21	22.17
20 Buildings	1,198,500	.00	156,470.42	15,510.24	1,026,519.34	14.35
30 Equipment	0	.00	28,878.90	7,121.57	36,000.47-	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	1,398,500	.00	206,639.33	45,680.59	1,146,180.08	18.04
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	338,739	.00	214,682.72			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	203,124-	431,117.62	685,229.39		888,353.39	437.35-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	304,060		588,228.84			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	100,936		1,273,458.23			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	30,333	1,229,321.68
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	37,826.00
G/L 889 Assigned to Fund Purposes	70,603	6,310.55
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	100,936	1,273,458.23



30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of April, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	488.90	2,435.94		2,435.94-	0.00
2000 Local Support Nontax	100	15.50	87.07		12.93	87.07
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	59,723	.00	53,782.05		5,940.95	90.05
<u>Total REVENUES/OTHER FIN. SOURCES</u>	59,823	504.40	56,305.06		3,517.94	94.12
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	46,800	.00	46,800.00	0.00	.00	100.00
Interest On Bonds	12,923	.00	6,982.05	0.00	5,940.95	54.03
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	1,000	.00	56.91	0.00	943.09	5.69
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	60,723	.00	53,838.96	0.00	6,884.04	88.66
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>						
	0	.00	.00			
<b>D. OTHER FINANCING USES (GL 535)</b>						
	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)</b>						
	900-	504.40	2,466.10		3,366.10	374.01-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	118,000		119,825.30			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	117,100		122,291.40			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	117,100		122,291.40			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	117,100		122,291.40			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of April, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	166,250	271.55	29,605.55		136,644.45	17.81
2000 Athletics	45,500	1,205.00	31,071.39		14,428.61	68.29
3000 Classes	14,800	1,588.00	12,955.15		1,844.85	87.53
4000 Clubs	132,950	3,155.61	101,908.34		31,041.66	76.65
6000 Private Moneys	12,200	1,737.00	17,534.33		5,334.33-	143.72
<u>Total REVENUES</u>	371,700	7,957.16	193,074.76		178,625.24	51.94
<b>B. EXPENDITURES</b>						
1000 General Student Body	95,937	.00	6,948.48	2,608.97	86,379.55	9.96
2000 Athletics	83,427	10,142.35	73,528.19	6,327.87	3,570.94	95.72
3000 Classes	32,460	5,030.37	7,585.99	8,413.68	16,460.33	49.29
4000 Clubs	154,463	11,827.91	100,615.62	35,230.82	18,616.56	87.95
6000 Private Moneys	23,681	675.00	13,746.03	278.00	9,656.97	59.22
<u>Total EXPENDITURES</u>	389,968	27,675.63	202,424.31	52,859.34	134,684.35	65.46
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>						
	18,268-	19,718.47-	9,349.55-		8,918.45	48.82-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	212,713		351,904.05			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>						
	194,445		342,554.50			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	194,445		342,554.50			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	194,445		342,554.50			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of April, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	100	11.54	82.30		17.70	82.30
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	85,255	.00	.00		85,255.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	85,355	11.54	82.30		85,272.70	0.10
<u>B. 9900 TRANSFERS IN FROM GF</u>						
	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	85,355	11.54	82.30		85,272.70	0.10
<u>D. EXPENDITURES</u>						
Type 30 Equipment	173,500	.00	117,948.69	1,090.00	54,461.31	68.61
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	173,500	.00	117,948.69	1,090.00	54,461.31	68.61
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>						
	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>						
	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	88,145-	11.54	117,866.39-		29,721.39-	33.72
<u>H. TOTAL BEGINNING FUND BALANCE</u>						
	90,200		208,516.56			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>						
	XXXXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE</u>						
<u>(G+H + OR - I)</u>	2,055		90,650.17			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	2,055		90,650.17			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	2,055		90,650.17			

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of May, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	3,250,537	304,420.05	3,241,146.35		9,390.65	99.71
2000 LOCAL SUPPORT NONTAX	515,455	42,632.94	343,412.80		172,042.20	66.62
3000 STATE, GENERAL PURPOSE	6,537,785	356,891.56	4,882,006.24		1,655,778.76	74.67
4000 STATE, SPECIAL PURPOSE	2,052,928	102,641.41	1,350,811.08		702,116.92	65.80
5000 FEDERAL, GENERAL PURPOSE	0	.00	32,469.56		32,469.56-	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,278,499	87,707.87	671,172.65		607,326.35	52.50
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	5,500	.00	.00		5,500.00	0.00
9000 OTHER FINANCING SOURCES	279,016	.00	160,900.67		118,115.33	57.67
<u>Total REVENUES/OTHER FIN. SOURCES</u>	13,919,720	894,293.83	10,681,919.35		3,237,800.65	76.74
<b>B. EXPENDITURES</b>						
00 Regular Instruction	6,516,148	528,684.07	4,949,819.52	1,439,004.21	127,324.27	98.05
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	2,264,307	288,989.27	1,816,682.03	573,502.68	125,877.71-	105.56
30 Voc. Ed Instruction	462,023	37,061.83	360,259.35	98,591.37	3,172.28	99.31
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	868,846	59,493.11	512,210.81	166,750.69	189,884.50	78.15
70 Other Instructional Pgms	644,673	17,673.07	228,326.61	55,297.78	361,048.61	44.00
80 Community Services	5,879	329.10	9,728.97	1,002.67	4,852.64-	182.54
90 Support Services	3,193,844	249,830.36	2,436,305.61	792,060.98	34,522.59-	101.08
<u>Total EXPENDITURES</u>	13,955,720	1,182,060.81	10,313,332.90	3,126,210.38	516,176.72	96.30
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>						
	0	.00	.00			
<b>D. OTHER FINANCING USES (GL 535)</b>						
	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</b>						
	36,000-	287,766.98-	368,586.45		404,586.45	< 1000-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	444,000		417,739.44			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	408,000		786,325.89			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restricted for Carryover	0	7,029.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	1,930.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	2,973.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	340,000	.00
G/L 872 Committed to Min Fnd Bal Policy	0	297,367.44
G/L 875 Assigned Contingencies	50,000	50,000.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	58,440.00
G/L 890 Unassigned Fund Balance	18,000	368,586.45
<u>TOTAL</u>	408,000	786,325.89

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of May, 2015

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	1,168,739	106,412.82	1,159,618.91		9,120.09	99.22
2000 Local Support Nontax	365,376	3,242.00	56,587.35		308,788.65	15.49
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,534,115</u>	<u>109,654.82</u>	<u>1,216,206.26</u>		<u>317,908.74</u>	<u>79.28</u>
<b>B. EXPENDITURES</b>						
10 Sites	200,000	.00	21,290.01	23,048.78	155,661.21	22.17
20 Buildings	1,198,500	.00	156,470.42	15,510.24	1,026,519.34	14.35
30 Equipment	0	.00	28,878.90	7,121.57	36,000.47-	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>1,398,500</u>	<u>.00</u>	<u>206,639.33</u>	<u>45,680.59</u>	<u>1,146,180.08</u>	<u>18.04</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	338,739	5,940.75	220,623.47			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	203,124-	103,714.07	788,943.46		992,067.46	488.40-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	304,060		588,228.84			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	100,936		1,377,172.30			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	30,333	1,335,734.50
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	0	.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	37,826.00
G/L 889 Assigned to Fund Purposes	70,603	3,611.80
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	100,936	1,377,172.30

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of May, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	392.98	2,828.92		2,828.92-	0.00
2000 Local Support Nontax	100	13.60	100.67		.67-	100.67
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	59,723	5,940.15	59,722.20		.80	100.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	59,823	6,346.73	62,651.79		2,828.79-	104.73
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	46,800	.00	46,800.00	0.00	.00	100.00
Interest On Bonds	12,923	.00	6,982.05	0.00	5,940.95	54.03
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	1,000	.00	56.91	0.00	943.09	5.69
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	60,723	.00	53,838.96	0.00	6,884.04	88.66
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)</b>						
	900-	6,346.73	8,812.83		9,712.83	< 1000-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	118,000		119,825.30			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	117,100		128,638.13			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	117,100		128,638.13			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	117,100		128,638.13			



40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of May, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	166,250	152.73	29,758.28		136,491.72	17.90
2000 Athletics	45,500	317.00-	30,754.39		14,745.61	67.59
3000 Classes	14,800	1,980.00	14,935.15		135.15-	100.91
4000 Clubs	132,950	14,085.66	115,994.00		16,956.00	87.25
6000 Private Moneys	12,200	282.00	17,816.33		5,616.33-	146.04
<u>Total REVENUES</u>	371,700	16,183.39	209,258.15		162,441.85	56.30
<b>B. EXPENDITURES</b>						
1000 General Student Body	95,937	.00	6,948.48	2,608.97	86,379.55	9.96
2000 Athletics	83,427	1,119.47-	72,408.72	8,013.76	3,004.52	96.40
3000 Classes	32,460	1,622.48.	9,208.47	9,190.18	14,061.35	56.68
4000 Clubs	154,463	12,473.99	113,089.61	33,070.14	8,303.25	94.62
6000 Private Moneys	23,681	4,089.00	17,835.03	53.00	5,792.97	75.54
<u>Total EXPENDITURES</u>	389,968	17,066.00	219,490.31	52,936.05	117,541.64	69.86
<b>C. EXCESS OF REVENUES OVER(UNDER)EXPENDITURES (A-B)</b>						
	18,268-	882.61-	10,232.16-		8,035.84	43.99-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	212,713		351,904.05			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>						
	194,445		341,671.89			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	194,445		341,671.89			
G/L 840 Nonspd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	194,445		341,671.89			

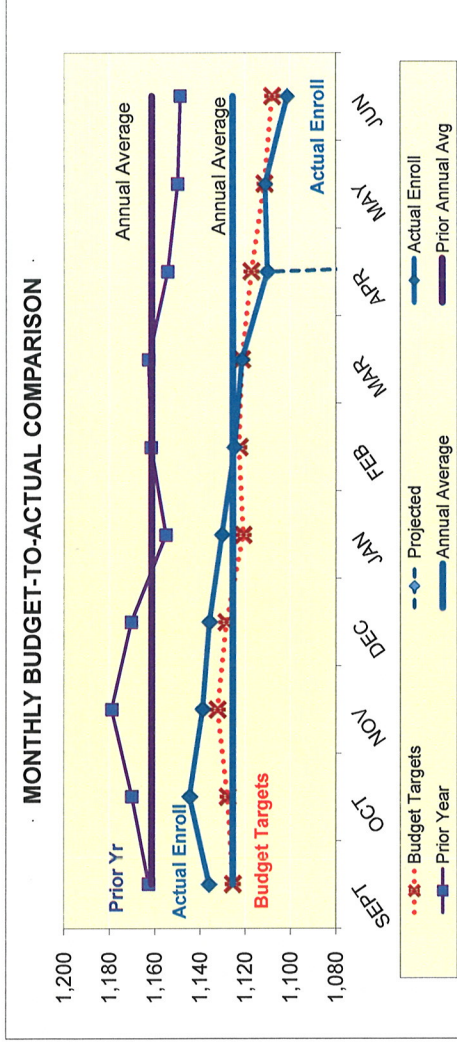
90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the PORT TOWNSEND SCHOOL DISTRICT School District for the Month of May, 2015

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	100	10.11	92.41		7.59	92.41
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	85,255	.00	.00		85,255.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>85,355</u>	<u>10.11</u>	<u>92.41</u>		<u>85,262.59</u>	<u>0.11</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>85,355</u>	<u>10.11</u>	<u>92.41</u>		<u>85,262.59</u>	<u>0.11</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	173,500	.00	117,948.69	1,090.00	54,461.31	68.61
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>173,500</u>	<u>.00</u>	<u>117,948.69</u>	<u>1,090.00</u>	<u>54,461.31</u>	<u>68.61</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>88,145-</u>	<u>10.11</u>	<u>117,856.28-</u>		<u>29,711.28-</u>	<u>33.71</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>90,200</u>		<u>208,516.56</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	<u>2,055</u>		<u>90,660.28</u>			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	2,055		90,660.28			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>2,055</u>		<u>90,660.28</u>			

**PORT TOWNSEND SCHOOL DISTRICT**  
**2014-2015 K-12 Enrollment Summary by Month -- Without Running Start**

		2014-2015 thru June, 2015												Annual Average
		SEPT 2014	OCT 2014	NOV 2014	DEC 2014	JAN 2015	FEB 2015	MAR 2015	APR 2015	MAY 2015	JUN 2015	Est. Net Change		
<b>Current Year Actual/Projected</b>		<b>Revised Revised</b>												
FTE	Actual Enrollment Projected	1,136.0	1,144.5	1,138.8	1,135.7	1,130.2	1,124.6	1,121.3	1,109.9	1,110.9	1,101.2	<b>1,125.3</b> Est. 10-mo AAFTE		
<b>Budget-by-month</b>														
FTE (budgeted)		1,125.3	1,127.6	1,132.2	1,128.1	1,120.7	1,122.4	1,121.2	1,117.0	1,111.2	1,107.8	<b>1,121.0</b> 4.3		
Variance from Actual/Projected	FTE	10.7	16.9	6.7	7.6	9.6	2.3	0.1	(7.0)	(0.3)	(6.6)	<b>Budgeted AAFTE</b> Variance - FTE		
<b>Prior Year (2013-2014) Enrollment</b>														
FTE		1,162.5	1,170.0	1,178.8	1,170.2	1,154.9	1,161.4	1,162.6	1,154.1	1,149.6	1,148.6	<b>1,161.3</b> (35.9)		
Variance from Actual/Projected	FTE	(26.5)	(25.5)	(40.0)	(34.5)	(24.7)	(36.8)	(41.3)	(44.2)	(38.7)	(47.4)	<b>Prior Yr - FTE</b> Variance - FTE 96.91%		



Note the trend-lines for Current Year (△ symbol) & Prior Year Enrollment (□ symbol), showing the difference in monthly enrollment between years.

**M E M O R A N D U M**

DATE: June 22, 2015

TO: David Engle, Superintendent  
Port Townsend School Board

FROM: Brad Taylor  
Director of Support Services

SUBJECT: Meal prices for the 2015-2016 school year

I recommend that meal prices for the 2015-2016 school year be as follows:

Elementary (K-3):	Breakfast \$1.25	Lunch \$2.50
Secondary (4-12):	Breakfast \$1.50	Lunch \$2.75
Adult meal:	\$2.00	\$3.50
Milk only:	\$0.50	\$0.50

No change to meal or milk prices is necessary for the 2015-16 school year.

Brad Taylor

## INSTRUCTION

### Career and Technical Education

The district will provide a program of career and technical education to assist students in making informed and meaningful educational and career choices; and to prepare students for post-secondary options. The district's career and technical education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's Career and Technical Education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation and includes advanced and continuing education courses. The program and its courses will be included as part of the regular curriculum of the district.

The district will establish local Career and Technical Advisory Committees to assist in the design and delivery of the district's Career and Technical Education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district's Career and Technical Education program will be related to employment demands, current and future, and to the needs and interests of students.

The board will annually review and approve the district plan for the design and delivery of its career and technical education program. The plan will ensure academic rigor, align with education reform, establish program performance targets, address the skill gaps of Washington's economy and provide opportunities for dual credit.

The superintendent will develop procedures which will ensure that all programs and courses are operated in conformity with the district's plan for Career and Technical Education and with all Federal and State laws prohibiting discrimination based on race, creed, color, national origin, disability, gender, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal, religion, honorably discharged veteran or military status. Additionally, the superintendent will seek and utilize all available state and federal sources of revenue for the financial support of Career and Technical Education in the district.

Legal References:	RCW 28A.150.500	Educational agencies offering vocational education programs – Local advisory committees – Advice on current job needs
	RCW 28A.700	Secondary career and technical education.
	RCW 28A.230.130	Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other opportunities.
Management Resources:	<i>Policy News, June 2011</i> <i>Policy News, February 2009</i>	Additional Policy Updates Career and Technical Education Program

**Date: 11/22/04; 7/13/09;9/26/11.**

**Reviewed: 6/22/15**

**PORT TOWNSEND SCHOOL DISTRICT NO. 50**

## INSTRUCTION

### High School Graduation Requirements

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

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

<b>SUBJECT</b>	<u>Class of 2015 and Beyond Minimum State Credit Requirements</u>
English (reading, writing and communications)	_____4
Mathematics	_____3
Science ( including one laboratory credit)	_____2
Social Studies	_____3
Health and Fitness (one class must include training in cardiopulmonary resuscitation (CPR) and use of automatic external defibrillators (AED))	_____2
Arts	_____1
Occupational Education	_____2
Careers	_____ .5
Electives	_____ 5.5
<b>TOTAL State and District Credit Requirements</b>	_____ 22.5 credits

### **CREDIT REQUIREMENTS**

<b>Class of:</b>	<b>2015-2018</b>	<b>2019* and beyond</b>
English (reading, writing and communications)	4	4
Mathematics	3	3
Science (including 1 lab credit)	2	3 (2 must be lab)
Social Studies	3	3
Arts	1	2 (1 may be Personal Pathway)
Health and Fitness (one class must include training in cardiopulmonary resuscitation (CPR) and use of automatic external defibrillators (AED))	2	2
Careers	.5	.5
Occupational Education	2	.5
Electives	5.0	4
Foreign Language or Personal Pathway		2
<b>Total State and District Required Credits:</b>	<b>22.5</b>	<b>24</b>

The Board will approve additional graduation requirements as recommended by the superintendent.

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

1. Pass the reading and writing portions of the statewide assessment or a state-approved alternative. Students in the classes of 2015, 2016, 2017, and 2018 must pass one of the following comprehensive English Language Arts (ELA) exit exams: reading and writing portions of the statewide assessment or new ELA exit exam (administered beginning spring 2015) or new 11<sup>th</sup> Grade Smarter Balanced Comprehensive ELA Test (administered beginning spring 2015). Students in the class of 2019 and beyond must pass the 11<sup>th</sup> Grade Smarter Balanced Comprehensive ELA Test.
2. Complete a High School and Beyond Plan: Within the first year of high school enrollment, each student shall develop a plan for satisfying the state and district high school graduation requirements and for their first year after high school completion. The plan should be developed in collaboration with the student, parent, and district staff. The plan should include how the student will satisfy the district's academic credit requirements, preparation for successfully completing the statewide assessment, a description of the student's culminating project, and the student's goals for the year following graduation. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan, and to advise the student on steps necessary for successful completion of the plan.
3. Complete a Culminating Project: During the course of their high school career each student shall complete a culminating project. The project shall demonstrate the student's ability to think analytically, logically, and creatively and to integrate experience and knowledge to form reasoned judgments and solve problems. The project will also have a connection to the world of work in that it will demonstrate that the student understands the importance of work and how performance, effort, and decisions directly affect future career and educational opportunities.
4. Complete math requirements: ~~Students in the classes of 2013 and 2014 must pass one end-of-course assessment (either Algebra I or Geometry or their integrated math equivalents) or state-approved alternative.~~ Students in the classes of 2015, 2016, 2017, and 2018-2015-18 must pass one end of course assessment (Algebra I or Geometry) or an integrated math equivalent; or, beginning spring 2015, New Algebra/Integrated Math 1 EOC Exit Exam or New Geometry Integrated Math 2 EOC Exit Exam or New 11<sup>th</sup> Grade Smarter Balanced Comprehensive Math Test, or a state-approved alternative. Students in the class of 2019 and beyond must pass the 11<sup>th</sup> Grade Smarter Balanced comprehensive Math Test.
5. Complete science requirements: Students in the classes of 2015, 2016, 2017, and 2018 must pass the biology end-of-course assessment or a state-approved alternative. *Students in the Class of 2019 and beyond must pass the Next Generation Science Assessment.*

B. Students in the class of 2015 and beyond must complete mathematics courses in the following progressive sequence:

## Algebra 1, Geometry and Algebra II

In lieu of a third credit of mathematics, students may also satisfy the mathematics requirements by earning equivalency-based credit in career and technical education (CTE) mathematics courses. These credits must be recorded using the equivalent academic high school department designation. Students may choose an alternative mathematics course, providing the parent/guardian agrees that the third credit mathematics elective is supportive of the student's educational and career goals. Before approval of the alternative third mathematics credit a meeting will be held with the student, the parent/guardian and the school staff to discuss the student's High School and Beyond Plan and the mathematics requirements for post-secondary and career choices.

The district will obtain a signed consent from the parent for the student to enroll in the alternative third credit of mathematics. The consent form will confirm the meeting, that the parent understands the impact of the selection of the student's educational and employment options, and that the alternative is more appropriate for the needs of the student.

Students may also satisfy the mathematics requirements by earning equivalency based credit in career and technical education mathematics courses. Those credits must be recorded using the equivalent academic high school department designation.

- C. A student will receive a certificate of academic achievement only if they earn the appropriate number of credits required by the district, complete a culminating project, complete the high school and beyond plan; and meet the reading, writing, science, and math standards on the high school statewide assessment, or appropriate alternative assessment.

Students qualifying for special education services will earn a certificate of individual achievement as determined by their individual education plan.

- D. High school credit will be awarded for successful completion of a specified unit of study. In this district, successful completion of a specified unit of study means:
1. Earning a passing grade according to the district's grading policy; and/or
  2. Demonstrating proficiency/mastery of content standards as determined by the district; and/or
  3. Successfully completing an established number of hours of planned instructional activities to be determined by the district.

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

- E. The superintendent shall develop procedures for implementing this policy which include:
1. Establishment of the process and assessment criteria for the high school culminating project requirements; and determination of the education plan process for identifying competencies.
  2. Establishing the process for completion of the High School and Beyond Plan.
  3. Recommending course and credit requirements, which satisfy the State Board of Education requirements and recognize the expectations of the citizens of the district.



4. Determining which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement including a process for determining the credits the district will recognize for courses taken through another program recognized by the state (another public school district, an approved private school) or those courses taken by students moving into the state from another state or country. Decisions regarding the recognition of credits earned before enrolling in the district will be based on the professional judgment of the high school principal or designee based on an evaluation of the student's former program and demonstrated knowledge and skills in the discipline for which credit is sought. The decision of the principal may be appealed to the superintendent within fifteen school days.
5. Making graduation requirements available in writing to students, parents and members of the public.
6. Providing for a waiver of graduation requirements for an individual student when permitted. All state graduation requirements must be satisfied unless a waiver is permitted by law.
7. Granting credit for learning experiences conducted away from school, including National Guard high school career training.
8. Granting credit for correspondence, vocational-technical institutes and/or college courses for college or university course work the district has agreed to accept for high school credit. State law requires that the district award one high school credit for every five quarter hour credits or three semester hour credits successfully earned through a college or university, except for community college high school completion programs where the district awards the diploma; tenth and eleventh grade students and their parents shall be notified annually of the Running Start program. Port Townsend School District accepts transfer high school credit from accredited institutions only.
9. Granting credit for work experience.
10. Granting credit bases upon competence training, in lieu of enrollment.
11. Granting credit for high school courses completed before a student attended high school, to the extent that the course work exceeded the requirements for seventh or eighth grade.
12. Counseling of students to know what is expected of them in order to graduate.
13. Preparing a list of all graduating students for the information of the board and release to the public.
14. Preparing suitable diplomas and final transcripts for graduating seniors.
15. Planning and executing graduation ceremonies.
16. Developing student learning plans for students who are not successful on one or more components of the statewide assessment.

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

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

However, a student’s diploma or transcript may be withheld until the student pays for any school property that has been lost or willfully damaged. Upon payment for damages, or the equivalency through voluntary work, the diploma or transcript will be released. When the damages or fines do not exceed \$100, the student or his/her parents shall have the right to an appeal using the same process as used for short-term suspensions as defined in Policy 3200: Student Rights and Responsibilities. When damages are in excess of \$100, the appeal process for long-term suspensions as defined in Policy 3200: Student Rights and Responsibilities shall apply.

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

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

Cross References:	Policy 3110 Policy 3200 Policy 3520 Policy 3433	Qualifications of Attendance and Placement Students Rights and Responsibilities Student Fees, Fines and Charges Early Defibrillation Program
Legal References:	RCW 28A.230.090  RCW 28A.230.120  RCW 28A.600.300-400 RCW 28A.635.060  RCW 28A.655.061  RCW 28A.655.068 WAC 392-410 WAC 180-51 WAC 392-348 WAC 392-121-182  WAC 392-169	High school graduation requirements or equivalencies – Reevaluation of graduation requirements – Review and authorization of proposed changes - Credit for courses taken before attending high school – Postsecondary credit equivalencies High school diplomas – Issuance – Options to receive final transcripts – Notice Running start program - Definition Defacing or injuring school property – Liability of pupil, parent or guardian – Withholding grades, diploma, or transcripts – Suspension and restitution – Voluntary work program as alternative – Rights protected High School assessment system-Certificate of academic achievement-Exemptions-Options to retake high school assessment-Objective alternative assessment-Student learning plans Statewide high school assessment in science Courses of studies and equivalencies High school graduation requirements Secondary Education Alternative Learning Experience Requirements Special service programs – running start program
Management Resources:	<i>Policy News</i> , April 1999  <i>Policy News</i> , December	Variations complicate college credit equivalencies 2004 High School Graduation Requirements

2000	Adopted
<i>Policy News</i> , February 2004	High School Graduation Requirements
<i>Policy News</i> , October 2004	Graduation Requirements: High School and Beyond Plans
<i>Policy News</i> , August 2007	Graduation Requirements Modified by Legislature
<i>Policy News</i> , February 2009	High School Graduation Requirements
<i>Policy News</i> , April 2009	High School Graduation Requirements
<i>Policy News</i> , June 2010	High School Proficiency Examination
<i>Policy News</i> , October 2011	Policy manual revisions
<i>Policy News</i> , April 2012	State Board of Education revises credit requirements for graduation
<i>Policy and Legal News</i> , September 2013	One health class required for graduation must now include instruction in CPR and use of AED

**Date as Policy 2330: 1/14/98; 4/21/91.**

**Date: 11/8/95; 3/24/97; 3/25/02; 11/22/04; 9/24/07; 6/8/09; 8/9/10; 5/27/14\_\_\_\_\_**

**PORT TOWNSEND SCHOOL DISTRICT NO. 50**

## STUDENTS

### Nondiscrimination

The district ~~shall~~ **will** provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without regard to **discrimination based on** race, religion, creed, color, national origin, **age, honorably-discharged veteran or military status**, sex, sexual orientation, ~~including~~ gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability RCW 49.60 “Law Against Discrimination. **The district will provide equal access to school facilities to the Boys Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society.** District programs ~~shall~~ **will** be free from sexual harassment.

***Conduct against any student that is based on one of the categories listed above that is sufficiently severe, persistent, or pervasive as to limit or deny the student’s ability to participate in or benefit from the district’s course offerings; educational programming or any activity will not be tolerated. When a district employee knows, or reasonably should prompt and effective steps reasonable calculated to end the harassment, prevent its recurrence, and remedy its effects.***

***The district’s nondiscrimination statement will be included in all written announcements, notices, recruitment materials, employment applications, and other publications made available to all students, parents, or employees. The statement will include: 1) notice that the district will not discriminate in any programs or activities on the basis of any of the above-listed categories; 2) the name and contact information of the district’s compliance officer designated to ensure compliance with this policy; and the 3) the names and contact information of the district’s Section 504 and Title IX compliance officers.***

***The district will annually publish notice reasonably calculated to inform students, students’ parents/guardians (in a language that they can understand, which may require language assistance), and employees of the district’s discrimination complaint procedures.***

***The superintendent will designate a staff member to serve as the compliance officer for this policy. The compliance officer will be responsible for investigating and discrimination complaints communicated to the district.***

***The district will provide training to administrators and certificated and classroom personnel regarding their responsibilities under this policy and to raise awareness of and eliminate bias and discrimination based on the protected classes identified in this policy.***

~~The superintendent shall provide for the annual evaluation, periodic surveys, annual notice and complaint procedures as required by law to insure that there is in fact equal opportunity for all students in the district.~~

~~The board shall designate a staff member to serves as Affirmative Action/Title IX Compliance Officer.~~

Cross References:	Policy 2020	Curriculum Development and Adoption of Instructional Materials
	Policy 2030	Service Animals in Schools
	Policy 2140	Guidance and Counseling
	Policy 2150	Co-Curricular Program
	Policy 2151	Interscholastic Activities
	Policy 4260	Use of School Facilities
Legal References:	RCW 28A.640	Sexual Equality
	RCW 28A.642	Discrimination prohibition
	RCW 49.60	Discrimination - Human Rights Commission
	20 U.S.C. 7905	Boy Scouts of American Equal Access Act
	42 U.S.C.§§ 12101-12213	Americans with Disabilities Act
	WAC 392-190-020	Training-Staff responsibilities-Bias awareness
		<del>Equal Educational Opportunity—Sex Discrimination Prohibited</del>
	WAC 392-190-060	Compliance-School district designation of responsible employee – Notification
	WAC 392-400-215	Student Rights
Management Resources:		Washington’s Law Against Discrimination
	Policy News, April 2013	
	Policy News, Dec 2012	
	Policy News, June 2011	
	Policy News, August 2007	

**Date: 12/12/85; 1/19/89; 12/20/99; 10/28/02; 5/23/05; 11/26/07; 8/8/11\_\_\_\_\_**

**STUDENTS**

Transgender Students

The board believes in fostering an educational environment that is safe and free of discrimination for all students, regardless of sex, sexual orientation, gender identity or gender expression. To that end, the board recognizes the importance of an inclusive approach toward transgender students with regard to official records, confidential health and education information, communication, restroom and locker room 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 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:	Policy 2145	Suicide Prevention
	Policy 3207	Prohibition of Harrassment, Intimidation, and Bullying
	Policy 3210	Nondiscrimination
	Policy 3231	Student Records
Legal References:	RCW 28A.642	Discrimination prohibition
	RCW 49.60	Discrimination - Human Rights Commission
	20 U.S.C. 1231g, 34 C.F.R. Part99	Family Education Rights and Privacy Act
Management Resources:	Policy News, Dec 2014	
	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 (Feb 2012)	

**Date:** \_\_\_\_\_