

Board of Directors

Regular Meeting April 14, 2020 7:00 p.m.

In the interest of public health,
following Governor Jay Inslee's Proclamation 20-25 *Stay Home – Stay Healthy*,
and following Franklin Pierce Schools Resolution 20-R-02,
this meeting will be conducted remotely via video conference.
The public may attend on ZOOM webinar online using this link
<https://zoom.us/j/382374541?pwd=KzNYeGZrOUVseUo0UnRGS05xYnFOdz09> or
dialing in +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.
Webinar ID: 382 374 541
Password: 134679

Written comments can be submitted by email to kholten@fpschools.org or by mail to
Board of Directors, Franklin Pierce Schools, 315 129th Street South, Tacoma, WA 98444.
Comments received by 3 p.m. on the day of the meeting will be read during the meeting.
All comments will be provided to the Board of Directors.

If you have any questions, you may contact Kristin Holten at (253) 298-3010.

FRANKLIN PIERCE SCHOOLS

Jo Anne Matson Administrative Center
315 129th Street South
Tacoma, WA 98444
www.fpschools.org
(253) 298-3000

Franklin Pierce School Board's Operating Principles

Operating principles define the beliefs, values, and methods of working together. Successful organizations are the result of effective and dynamic leadership. To assure quality operations, leaders must agree on basic ways of working together. We, the Franklin Pierce Board and Superintendent, have discussed and agree to abide by these principles.

Communications, Cooperation, and Trust

- Support each other constructively and courteously
- Be open-minded and adaptive to change
- Maintain confidentiality
- Focus discussions on issues, not personalities
- Uphold the integrity of every individual
- Involve those parties who will be affected by the decision and solution
- Strive to avoid any perception of a conflict of interest
- Communications between staff and the Board are encouraged
- Requests for information from the Superintendent which will take considerable time to prepare will come from the Board rather than an individual Board member

Effective Meetings

- Share ideas about new programs and directions with the Superintendent before making them public
- Read all materials and ask questions in advance
- Respect the majority and do not take unilateral action
- Board meetings will be for consideration, information, and actions
- Work sessions will be for discussions, deliberation, and direction
- Executive sessions will be held only when specific needs arise
- The President will communicate and enforce the audience participation protocol

Decision Making

- Clearly communicate decisions and their rationale
- Re-evaluate each major decision
- Move the question or table the question when discussion is repetitive
- The Superintendent will make recommendations on most matters before the Board
- Consider research, best practice, innovative and creative strategies, and public input in all decision making

Addressing Citizen or Staff Complaints

- Use proactive, clear, and transparent communication
- Be available to hear community concerns and encourage citizens to present their district issues, problems, or proposals to the appropriate person
- Direct all personnel complaints and criticisms to the Superintendent

Board Operations

- Attend training and networking opportunities
- The President will meet regularly with the Superintendent and share pertinent information with the Board
- The President or designee will be the Board spokesperson
- Conduct an annual self-evaluation and promptly address specific issues that hinder Board effectiveness
- Set clear and concise goals for the Board and the Superintendent
- Emphasize planning, policy making, and public relations rather than becoming involved in the management of the schools



REGULAR MEETING OF THE BOARD OF DIRECTORS**Remote Meeting Via Zoom Webinar Video Conferencing****April 14, 2020 – 7 p.m.**

All are welcome to attend this meeting remotely.

Join the Zoom webinar by clicking the link below:

<https://zoom.us/j/382374541?pwd=KzNYeGZrOUVseUo0UnRGS05xYnFOdz09>

or dialing +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.

Webinar ID: 382 374 541 Password: 134679

AGENDA**I. Call to Order****II. Flag Salute****III. Establishment of a Quorum****IV. Adoption of Agenda****V. Announcements and Communication**

1. Superintendent
2. Board of Directors
3. Community –

Written comments may be submitted by email to kholtan@fpschools.org or by mail to the Board of Directors, Franklin Pierce Schools, 315 129th Street South, Tacoma, WA 98444. Please limit comments to two minutes. All written comments will be provided to the Board of Directors. Submissions received by 3 p.m. on the day of the meeting will be read during the meeting.

VI. Consent Agenda

1. Minutes: March 10, 2020; March 19, 2020 and April 7, 2020A
2. Audit of Expenditures: March 2020.....B
3. Personnel Action.....C
4. Budget Status Reports: February 2020D

VII. Unfinished Business

1. Supplemental Materials Adoption: *Just Mercy*.....E
2. Supplemental Materials Adoption: Social Emotional LearningF
3. Policy 2410: High School Graduation RequirementsG
4. Policy 2418: Waiver of High School Graduation CreditsH
5. Policy 3141: Nonresident Students.....I
6. Policy 3144: Release of Information Concerning Student Sexual and Kidnapping OffendersJ
7. Policy 3410: Student HealthK
8. Policy 5403: Emergency and Discretionary LeaveL

VIII. New Business

1. Recommendation to Award Contract for New Brookdale Elementary SchoolM

IX. Information

1. Asset Preservation ProgramN
2. Application for Emergency Waiver of Credit-Based Graduation RequirementsO

X. Adjournment

Next Meeting: May 12, 2020

Franklin Pierce Schools

Jo Anne Matson Administration Center - 315 129th Street South - Tacoma, WA 98444 - (253) 298-3000

March 10, 2020

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Roberts called the special meeting to order at 6:03 p.m.

BOARD MEMBERS PRESENT

Mr. Davis (via speaker phone), Ms. Gallogly, Dr. Mendoza, Mr. Roberts, Mrs. Sherman.

SPECIAL MEETING

The Board of Directors reviewed and discussed the following items:

1. School and District Happenings
2. Learning Support Services Update
3. Legislative Update

ADJOURNMENT

There being no business to transact, the special meeting adjourned at 7:17 p.m.

Secretary of the Board

President of the Board

Franklin Pierce Schools

Jo Anne Matson Administrative Center - 315 129th Street South - Tacoma, WA 98444 - (253) 298-3000

March 10, 2020

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Roberts called the meeting to order at 7:21 p.m.

BOARD MEMBERS PRESENT

Mr. Davis (via speaker phone), Ms. Gallogly, Dr. Mendoza, Mr. Roberts, Mrs. Sherman.

AGENDA

20-M-17

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors adopt the agenda as presented.

ANNOUNCEMENTS & COMMENTS FROM THE SUPERINTENDENT

- Mr. Goodpaster commented on district happenings and school events.

ANNOUNCEMENTS & COMMENTS FROM STUDENTS

- Tanner Fagering, FPHS student, commented on the Franklin Pierce High School Support Center program.
- Justin Mann and Logan Parejo, FPHS students, commented on the Franklin Pierce Unified Sports program.
- Kelsea Abler, Elizabeth David, and Kasondra Halterman, WHS students, commented on the Washington High School American Sign Language program.
- Thomas Deibel, FPHS student, commented on the Franklin Pierce High School Community-Based Learning program.
- Terina Laban, Shivneil Pillay, and Ezzra Prather, FMS ASB officers, commented on Associated Student Body activities at Ford Middle School.

ANNOUNCEMENTS & COMMENTS FROM THE COMMUNITY

- Ms. Pam Kruse, FPEA President, thanked everyone for generously donating to the food backpack program.

CONSENT AGENDA

20-M-18

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors approve the Consent Agenda as presented.

(1) Minutes

Minutes for the special and regular meeting of the Board of Directors held on February 11, 2020; and special meeting held on March 3, 2020.

(2) Audit of Expenditures

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held March 10, 2020, authorized the County Treasurer to pay all warrants/transfers specified below.

(2) Audit of Expenditures

	<u>Number</u>	<u>Amount</u>	<u>Date Issued</u>
General Fund – Payroll	Direct Dep/Bank Fees	\$5,990,945.93	2/28/2020
	267047-267077	\$4,961.19	2/28/2020
	267078-267119	\$2,908,664.27	2/28/2020
General Fund – A/P	A/P Direct Deposit	\$37,385.00	2/14/2020
	A/P Direct Deposit	\$489,475.73	2/28/2020
	266949-267029	\$603,964.03	2/14/2020
	267120-267163	\$447,377.88	2/28/2020
Capital Projects	A/P Direct Deposit	\$4,376,917.96	2/14/2020
	A/P Direct Deposit	\$58,734.80	2/28/2020
	267030-267042	\$2,287,570.91	2/14/2020
	267164-267168	\$222,388.54	2/28/2020
ASB	A/P Direct Deposit	\$12.65	2/14/2020
	A/P Direct Deposit	\$18,821.36	2/28/2020
	267043-267046	\$665.00	2/14/2020
	267169-267171	\$739.00	2/28/2020
Trust	A/P Direct Deposit	\$142.77	2/28/2020

(3) Personnel Action**NEW HIRES**

<u>NAME</u>	<u>JOB TITLE / LOCATION</u>	<u>EFFECTIVE DATE</u>
Christie, Elise	Paraeducator / Elmhurst	2/20/2020
Clough, Shannon	Nutrition Services Assistant / Collins	2/20/2020
Farley, Cathryn	Paraeducator / Hewins Early Learning	2/07/2020
Figuerola, Ada	Office Assistant / Harvard and Languages & Equity	2/28/2020
Hesseltine, Nathan	Bus Driver / Transportation	1/30/2020
Houlden, Julia	Custodian / Franklin Pierce	2/07/2020
McClanahand, Kylie	Paraeducator / Central Avenue	2/06/2020
Pooser, Virginia	Office Manager / Central Avenue	2/24/2020
Rivera, Sonyalynn	Paraeducator / Brookdale	2/18/2020
Trahan, Tonya	Paraeducator / Elmhurst	2/18/2020
Webber, Matyson	Custodian / Ford	2/07/2020

(3) Personnel Action (continued)

TERMINATIONS

NAME	JOB TITLE / LOCATION	EFFECTIVE DATE
Adams, Kaylien	Paraeducator / Franklin Pierce	2/07/2020
Bishop, Kylee	Paraeducator / Washington	3/06/2020
Fullerton, Ronda	Bus Driver / Transportation	2/21/2020
Hastings, Doria	Counselor / Washington	8/31/2020
Klockeman, Gechelle	Paraeducator / Elmhurst	2/05/2020
Kudlo, Debbie	Special Ed Teacher / Christensen	8/31/2020
Larson, Tamara	Elementary Teacher / Midland	8/31/2020
Martinez, Fotini	Custodian / Franklin Pierce	1/31/2020
Mims, Dwight	Paraeducator / Franklin Pierce	2/20/2020
Queen, Amy	Assistant Principal / Ford	6/30/2020
Roberts, Joseph	Elementary Teacher / Christensen	8/31/2020
Robinson, Holly	Bus Driver / Transportation	2/11/2020
Rue, Sharon	MS Teacher / Ford	8/31/2020
Simpson, Richael	Nutrition Services Assistant. / Keithley	2/28/2020
Smith, Sarah	Paraeducator / Central Avenue	2/21/2020
Towne, Tristan	HS Teacher / Washington	8/31/2020
Williamson, Terry	Elementary Teacher / Christensen	8/31/2020
Wise Sanborn, Susan	Elementary Teacher / Christensen	8/31/2020

APPOINTMENTS / PROMOTIONS / TRANSFERS

NAME	NEW JOB TITLE / LOCATION	EFFECTIVE DATE
Kennedy, Kayla	Assistant Chief / Hewins ELC	03/02/2020
Watts, Michaela	Payroll Coordinator / Business Services	02/24/2020

(4) Investment and Financial Reports

Budget status reports for the General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund, and Transportation Vehicle Fund for the month of January 2020.

POLICY 1105: ELECTORAL SYSTEM

20-M-19

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors adopt revised Board Policy 1105: Electoral System – Director Districts as presented.

POLICY 2020: COURSE DESIGN, SELECTION, AND ADOPTION OF INSTRUCTIONAL MATERIALS

20-M-20

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt revised Board Policy 2020: Course Design, Selection, and Adoption of Instructional Materials as presented.

POLICY 2100: EDUCATIONAL OPPORTUNITIES FOR STUDENTS WITH A PARENT IN THE MILITARY 20-M-21

It was moved by Ms. Gallogly, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors adopt revised Board Policy 2100: Educational Opportunities for Students with a Parent in the Military as presented.

POLICY 3120: ENROLLMENT 20-M-22

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors adopt revised Board Policy 3120: Enrollment as presented.

POLICY 3122: EXCUSED AND UNEXCUSED ABSENCES 20-M-23

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt revised Board Policy 3122: Excused and Unexcused Absences as presented.

OVERNIGHT FIELD TRIP WITH STUDENTS – GIRLS BASKETBALL, FPHS 20-M-24

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for the Franklin Pierce High School girls basketball team.

OVERNIGHT FIELD TRIP WITH STUDENTS – BOYS BASKETBALL, FPHS 20-M-25

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for the Franklin Pierce High School boys basketball team.

OVERNIGHT FIELD TRIP WITH STUDENTS – BOYS BASEBALL, FPHS 20-M-26

It was moved by Mrs. Sherman, seconded by Ms. Gallogly, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for the Franklin Pierce High School boys baseball team.

OVERNIGHT FIELD TRIP WITH STUDENTS – JOBS FOR AMERICA'S GRADUATES, WHS 20-M-27

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for the Washington High School Jobs for America's Graduates students.

OVERNIGHT FIELD TRIP WITH STUDENTS – SPORTS MEDICINE CLUB, FPHS 20-M-28

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for the Franklin Pierce High School sports medicine club students.

OVERNIGHT FIELD TRIP WITH STUDENTS – YMCA YOUTH & GOVERNMENT, FMS/KMS/FPHS/WHs 20-M-29

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for Ford and Keithley middle school and Franklin Pierce and Washington high school students.

OVERNIGHT FIELD TRIP WITH STUDENTS – 5th GRADE OUTDOOR EDUCATION CAMP, CENTRAL AVENUE 20-M-30

It was moved by Ms. Gallogly, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for Central Avenue Elementary 5th grade students.

OVERNIGHT FIELD TRIP WITH STUDENTS – AFJROTC CADET LEADERSHIP CAMP, WHS 20-M-31

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the travel request for the overnight field trip for Washington High School Air Force JROTC students.

RESOLUTION 20-R-01: WAIVER OF HIGH SCHOOL GRADUATION CREDITS**20-M-32**

It was moved by Dr. Mendoza, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt Resolution 20-R-01: Waiver of High School Graduation Credits as presented.

INFORMATION TECHNOLOGY SURPLUS APPROVAL**20-M-33**

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors approve the surplus of listed items.

SUPPLEMENTAL MATERIALS ADOPTION: JUST MERCY

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented the supplemental material, *Just Mercy*, for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

SUPPLEMENTAL MATERIALS ADOPTION: SOCIAL EMOTIONAL LEARNING

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented the supplemental materials, *Merrell's Strong Kids* and *Kids & How to Do Restorative Mediation in Your School*, for first reading. These items will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 2410: HIGH SCHOOL GRADUATION REQUIREMENTS

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented revised Board Policy 2410: High School Graduation Requirements for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 2418: WAIVER OF HIGH SCHOOL GRADUATION CREDITS

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented new Board Policy 2418: Waiver of High School Graduation Credits for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 3141: NONRESIDENT STUDENTS

Dr. Shaun Carey, Deputy Superintendent of PK-12, presented revised Board Policy 3141: Nonresident Students for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 3144: RELEASE OF INFORMATION CONCERNING STUDENT SEXUAL AND KIDNAPPING OFFENDERS

Dr. Shaun Carey, Deputy Superintendent of PK-12, presented revised Board Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 3410: STUDENT HEALTH

Mr. John Sander, Executive Director of Learning Support Services, presented revised Board Policy 3410: Student Health for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

POLICY 5403: EMERGENCY AND DISCRETIONARY LEAVE

Mr. James Hester, Executive Director of Human Resources and Business Services, presented revised Board Policy 5403: Emergency and Discretionary Leave for first reading. This item will be placed on the agenda for action at the next regularly scheduled meeting of the Board of Directors.

PROCEDURE 2410P: HIGH SCHOOL GRADUATION REQUIREMENTS

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented revised Board Procedure 2410P: High School Graduation Requirements as an informational item.

PROCEDURE 2418P AND FORM 2418F: WAIVER OF HIGH SCHOOL GRADUATION CREDITS

Mrs. Carolyn Treleven, Executive Director of Teaching and Learning, presented new Board Procedure 2418P and Form 2418F: Waiver of High School Graduation Credits as informational items.

PROCEDURE 3144P AND FORM 3144F: RELEASE OF INFORMATION CONCERNING STUDENT SEXUAL AND KIDNAPPING OFFENDERS

Dr. Shaun Carey, Deputy Superintendent of PK-12, presented revised Board Procedure 3144P and new Board Form 3144F: Educational Opportunities for Students with a Parent in the Military as informational items.

APPROVED STAFF TRAVEL REQUESTS

Mr. Goodpaster, Superintendent, presented a list of recently approved out-of-state staff travel requests to the Board of Directors as an informational item.

EXECUTIVE SESSION

Mr. Roberts announced an executive session of the Board at 9:26 p.m. for approximately 30 minutes with no action to follow, to discuss litigation in accordance with RCW 42.30.110 and Board Policy 1410: Executive or Closed Sessions. Mr. Roberts reconvened the meeting at 10:04 p.m.

ADJOURNMENT

Mr. Roberts announced that the next regular meeting of the Board of Directors will be held on Tuesday, April 14, 2020, beginning at 7 p.m. in the Jo Anne Matson Administrative Center.

There being no further business to transact, the meeting adjourned at 10:05 p.m.

Secretary of the Board

President of the Board

Franklin Pierce Schools

Administration Offices - 315 129th Street South - Tacoma, WA 98444 – (253) 298-3000
Audience attended via Zoom video conference Meeting ID 229 800 768 – (253) 215-8782

March 19, 2020

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Roberts called the special meeting to order at 6:11 p.m.

BOARD MEMBERS PRESENT

Mr. Davis, Dr. Mendoza, Mr. Roberts, Mrs. Sherman. Excused: Ms. Gallogly.

SPECIAL MEETING

The Board of Directors reviewed and discussed the following items:

1. Superintendent's Update
2. Resolution 20-R-02: Suspension of Policy in Emergencies
3. Memorandum of Understanding with Franklin Pierce Education Association
4. Memorandum of Understanding with Franklin Pierce Educational Support Personnel

RESOLUTION 20-R-02: SUSPENSION OF POLICY IN EMERGENCIES

20-M-34

It was moved by Mrs. Sherman, seconded by Dr. Mendoza, and unanimously passed that the Board of Directors adopt Resolution 20-R-02: Suspension of Policy in Emergencies as presented.

MEMORANDUM OF UNDERSTANDING BETWEEN FRANKLIN PIERCE SCHOOL DISTRICT AND FRANKLIN PIERCE EDUCATION ASSOCIATION

20-M-35

It was moved by Mr. Davis, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the Memorandum of Understanding between Franklin Pierce School District and Franklin Pierce Education Association dated March 18, 2020.

MEMORANDUM OF UNDERSTANDING BETWEEN FRANKLIN PIERCE SCHOOL DISTRICT AND FRANKLIN PIERCE EDUCATIONAL SUPPORT PERSONNEL

20-M-36

It was moved by Dr. Mendoza, and seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the Memorandum of Understanding between Franklin Pierce School District and Franklin Pierce Educational Support Personnel dated March 18, 2020.

ADJOURNMENT

There being no further business to transact, the special meeting adjourned at 6:41 p.m.

Secretary of the Board

President of the Board

Franklin Pierce Schools

Jo Anne Matson Administration Center - 315 129th Street South - Tacoma, WA 98444 – (253) 298-3000
School Board Directors and audience attended via Zoom video Webinar ID 883-772-710 – (253) 215-8782

April 7, 2020

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Roberts called the special meeting to order at 7:00 p.m.

BOARD MEMBERS PRESENT

Ms. Gallogly, Dr. Mendoza, Mr. Roberts, Mrs. Sherman. Excused: Mr. Davis.

SPECIAL MEETING

The Board of Directors were trained in the use of Zoom Webinar conferencing.

ADJOURNMENT

There being no business to transact, the special meeting adjourned at 7:27 p.m.

Secretary of the Board

President of the Board

MEMORANDUM

TO: Board of Directors
FROM: Tammy Bigelow, Director of Business Services
DATE: April 14, 2020
SUBJECT: Audit of Expenditures

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held April 14, 2020, authorizes the County Treasurer to pay all warrants/transfers specified below. To obtain a copy of the detailed listing, please contact the Superintendent's Office.

	<u>Number</u>	<u>Amount</u>	<u>Date Issued</u>
General Fund – Payroll	Direct Dep/Bank Fees	\$6,000,887.20	3/31/2020
	267283-267316	\$7,928.83	3/31/2020
	267317-267356	\$2,926,489.89	3/31/2020
General Fund – A/P	A/P Direct Deposit	\$21,299.77	3/13/2020
	A/P Direct Deposit	\$426,467.68	3/31/2020
	267172-267255	\$685,746.57	3/13/2020
	267357-267415	\$1,011,411.53	3/31/2020
Capital Projects	A/P Direct Deposit	\$3,484,460.52	3/13/2020
	A/P Direct Deposit	\$45,298.00	3/31/2020
	267256-267266	\$2,515,017.56	3/13/2020
	267416-267426	\$485,993.12	3/31/2020
ASB	A/P Direct Deposit	\$35.74	3/13/2020
	A/P Direct Deposit	\$34,358.08	3/31/2020
	267267-267280	\$2,881.17	3/13/2020
	267427-267438	\$11,860.85	3/31/2020
Trust	A/P Direct Deposit	\$340.23	3/31/2020

MEMORANDUM

TO: Board of Directors
FROM: James Hester, Executive Director of Human Resources and Business Services
DATE: April 14, 2020
SUBJECT: Personnel Action

NEW HIRES

NAME	JOB TITLE / LOCATION	EFFECTIVE DATE	REASON
Beaumont, Holley	Special Education Teacher / Collins	08/31/2020	Replacement
Culver, George	Elementary Teacher / Christensen	01/23/2020	Leave Replacement
Elbaum, Claire	Elementary Teacher / James Sales	08/31/2020	Replacement
Godinez, Jonathan	Custodian / Franklin Pierce	03/11/2020	Replacement
Hamel, Roland	Paraeducator / Ford	03/09/2020	Replacement
Las Dulce, Chance	High School Teacher / Washington	08/31/2020	Replacement
Moreno, Heather	Special Education Teacher / Christensen	08/31/2020	Replacement
Rau, Allison	Elementary Teacher / Midland	08/31/2020	Replacement
Reyes, Kaitlyn	Elementary Teacher / Christensen	08/31/2020	Replacement
Robbins, Tia	Special Education Teacher / Elmhurst	08/31/2020	Replacement
Root, Bud	Bus Driver / Transportation	02/26/2020	Replacement
Smith, David	Middle School Teacher / Keithley	03/11/2020	Leave Replacement
Zuniga, Juan	Temporary Custodian / Keithley	03/11/2020	Leave Replacement
Zurfluh, Donald	Temporary Custodian / Franklin Pierce	03/23/2020	Leave Replacement

TERMINATIONS

NAME	JOB TITLE / LOCATION	HIRE DATE	EFFECTIVE DATE	REASON
Aquino, Gabriel	Paraeducator / Keithley	11/12/2019	02/27/2020	Resignation
Beavers, David	Licensed Practical Nurse / Keithley	10/16/2019	03/13/2020	Resignation
Beck, Whitney	Elementary Teacher / Midland	08/19/2019	08/31/2020	Resignation
Bennett, Adrienne	Psychologist / LSS	08/29/2017	08/31/2020	Resignation
Cox, Suzanne	Family Service Worker / Hewins ELC	06/22/1999	06/19/2020	Retirement
Dandridge, Nicole	Elementary Teacher / James Sales	08/21/2017	08/31/2020	Resignation
Donbeck, Emily	Middle School Teacher / Keithley	08/21/2017	08/31/2020	Resignation
Fagan, Kyle	High School Teacher / GATES	08/22/2016	08/31/2020	Resignation
Floyd, Diane	Learning Specialist / Midland	10/01/2003	08/31/2020	Retirement
Floyd, Karli	Middle School Teacher / Ford	08/21/2017	08/31/2020	Resignation
Gunderson, Beth	Paraeducator / James Sales	08/29/2017	08/31/2020	Resignation

TERMINATIONS (continued)

NAME	JOB TITLE / LOCATION	HIRE DATE	EFFECTIVE DATE	REASON
Houlden, Julia	Custodian / Franklin Pierce	02/07/2020	03/05/2020	Termination
Kaiser, Taylor	Teacher on Leave / James Sales	08/20/2018	08/31/2020	Resignation
Koho, Betsy	Paraeducator / Hewins ELC	10/25/2019	03/13/2020	Resignation
Lindgren, Keighlyn	Paraeducator / James Sales	10/11/2019	08/31/2020	Resignation
Miesse, Lavonna	Special Education Teacher / Brookdale	08/22/2016	08/31/2020	Retirement
Mueller, Brooke	Middle School Teacher / Keithley	08/19/2019	08/31/2020	Resignation
Peebles, Renee	Paraeducator / Brookdale	10/16/2003	08/31/2020	Retirement
Pierce, Surojit	Elem Assistant Principal / Christensen	07/01/2019	06/30/2020	Resignation
Reese, Pamela	Paraeducator / Midland	12/01/2010	03/11/2020	Resignation
Rivera, Sonyalynn	Paraeducator / Brookdale	02/18/2020	03/02/2020	Resignation
Roybal, Paula	Paraeducator / James Sales	02/24/2014	07/31/2020	Resignation
Schumacher, Morgan	Special Education Teacher / Keithley	08/19/2019	08/31/2020	Resignation
Slagle, Katherine	Special Education Teacher / Collins	08/21/2017	03/20/2020	Resignation
Treleven, Carolyn	Exec. Dir. Teaching & Learning / Admin	07/01/2011	06/30/2020	Retirement

APPOINTMENTS / PROMOTIONS / TRANSFERS

NAME	PREVIOUS JOB TITLE / LOCATION	EFFECTIVE DATE	NEW JOB TITLE / LOCATION	REASON
Webber, Matyson	Temp. Custodian / Brookdale	03/23/2020	Asst. Chief / Brookdale	Promotion



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Tammy Bigelow, Director of Business Services
DATE: April 14, 2020
SUBJECT: Budget Status Reports, February 2020

Attached are the Budget Status Reports for all funds for February 2020.

General Fund

As of February 29, 2020, the ending fund balance was \$13,077,245. Property tax receipted was \$262,290 in February for a total revenue of \$9,278,028. Expenditures totaled \$10,495,467. Excess of Expenditures over revenues was \$1,217,439.

Capital Project Fund

As of February 29, 2020, the ending fund balance was \$107,743,293. Property tax receipted was \$44,049. Local income from rentals, interest, Erate and impact fees totaled \$219,550.

- **Expenditures:**
 - **Bond: \$6,858,489**
 - **Technology Levy: \$74,432**
 - Network Infrastructure: \$1,614
 - New Computers: \$37,145
 - Admin Tech: \$1,123
 - Voice over Internet Protocol (VOIP): \$22,847
 - Other software: \$814
 - Utilities: \$7,082
 - Bell & Clock System: \$3,807

Debt Service Fund

Property tax collections in February totaled \$202,912 with an ending fund balance of \$903,160.

Associated Student Body Fund

Ending fund balance was \$441,071.

Transportation Vehicle Fund

Ending fund balance was \$571,205.

If you have any questions after reviewing these reports, please contact me for assistance. Thank you.

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	14,149,981	262,290.34	3,480,494.00		10,669,487.00	24.60
2000 LOCAL SUPPORT NONTAX	816,000	39,822.54	314,971.71		501,028.29	38.60
3000 STATE, GENERAL PURPOSE	77,579,013	6,159,333.59	34,510,804.15		43,068,208.85	44.48
4000 STATE, SPECIAL PURPOSE	28,107,424	1,790,577.60	12,030,188.89		16,077,235.11	42.80
5000 FEDERAL, GENERAL PURPOSE	64,060	6,160.85	35,382.91		28,677.09	55.23
6000 FEDERAL, SPECIAL PURPOSE	12,955,679	1,019,843.10	4,282,413.45		8,673,265.55	33.05
7000 REVENUES FR OTH SCH DIST	500	.00	158.00		342.00	31.60
8000 OTHER AGENCIES AND ASSOCIATES	4,000	.00	23,732.90		19,732.90-	593.32
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 133,676,657	 9,278,028.02	 54,678,146.01		 78,998,510.99	 40.90
 <u>B. EXPENDITURES</u>						
00 Regular Instruction	66,826,293	4,943,812.60	29,826,714.07	28,524,191.50	8,475,387.43	87.32
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	20,720,288	1,726,576.87	10,037,840.21	10,808,773.66	126,325.87-	100.61
30 Voc. Ed Instruction	4,631,333	336,362.20	1,889,109.10	1,782,300.67	959,923.23	79.27
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	13,114,722	1,021,960.28	5,668,995.63	5,423,112.11	2,022,614.26	84.58
70 Other Instructional Pgms	329,929	46,934.72	306,385.73	281,358.91	257,815.64-	178.14
80 Community Services	775,248	65,316.69	381,875.37	347,390.88	45,981.75	94.07
90 Support Services	32,576,127	2,354,503.89	14,045,887.43	15,845,619.81	2,684,619.76	91.76
 <u>Total EXPENDITURES</u>	 138,973,940	 10,495,467.25	 62,156,807.54	 63,012,747.54	 13,804,384.92	 90.07
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	5,297,283-	1,217,439.23-	7,478,661.53-		2,181,378.53-	41.18
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 19,194,553		 20,555,906.54			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 13,897,270		 13,077,245.01			
<u>(E+F + OR - G)</u>						

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February , 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	1,934,046	44,049.59	889,879.10		1,044,166.90	46.01
2000 Local Support Nontax	2,963,700	219,550.85	1,391,143.40		1,572,556.60	46.94
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>	 4,897,746	 263,600.44	 2,281,022.50		 2,616,723.50	 46.57
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	1,855.06	1,855.06-	0.00
20 Buildings	66,845,000	6,858,014.47	27,919,592.01	42,331,564.45	3,406,156.46-	105.10
30 Equipment	2,900,000	74,432.74	1,242,968.45	2,785,595.42	1,128,563.87-	138.92
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	1,000	475.00	950.00	0.00	50.00	95.00
 <u>Total EXPENDITURES</u>	 69,746,000	 6,932,922.21	 29,163,510.46	 45,119,014.93	 4,536,525.39-	 106.50
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	64,848,254-	6,669,321.77-	26,882,487.96-		37,965,766.04	58.55-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 132,540,828		 134,625,781.66			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 67,692,574		 107,743,293.70			
<u>(E+F + OR - G)</u>						

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	9,631,846	202,912.23	4,466,817.95		5,165,028.05	46.38
2000 Local Support Nontax	25,000	929.72	13,914.40		11,085.60	55.66
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 9,656,846	 203,841.95	 4,480,732.35		 5,176,113.65	 46.40
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,080,000	.00	3,080,000.00	0.00	.00	100.00
Interest On Bonds	6,097,252	.00	3,067,750.00	0.00	3,029,502.00	50.31
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	600.00	0.00	9,400.00	6.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 9,187,252	 .00	 6,148,350.00	 0.00	 3,038,902.00	 66.92
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	469,594	203,841.95	1,667,617.65-		2,137,211.65-	455.12-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 2,320,973		 2,570,778.27			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 2,790,567		 903,160.62			
<u>(E+F + OR - G)</u>						

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

For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 GENERAL STUDENT BODY	402,100	24,540.51	127,212.48		274,887.52	31.64
2000 ATHLETICS	215,200	11,125.37	87,656.46		127,543.54	40.73
3000 CLASSES	58,000	85.00	12,331.30		45,668.70	21.26
4000 CLUBS	117,050	4,758.74	35,328.00		81,722.00	30.18
6000 PRIVATE MONEYS	25,800	5,681.57	13,111.85		12,688.15	50.82
<u>Total REVENUES</u>	818,150	46,191.19	275,640.09		542,509.91	33.69
<u>B. EXPENDITURES</u>						
1000 GENERAL STUDENT BODY	398,150	5,428.90	95,717.08	29,636.98	272,795.94	31.48
2000 ATHLETICS	251,000	5,882.70	86,035.86	15,765.00	149,199.14	40.56
3000 CLASSES	56,100	27.27	8,669.42	0.00	47,430.58	15.45
4000 CLUBS	132,825	6,665.42	23,550.38	364.00	108,910.62	18.00
6000 PRIVATE MONEYS	25,800	197.47	12,451.46	0.00	13,348.54	48.26
<u>Total EXPENDITURES</u>	863,875	18,201.76	226,424.20	45,765.98	591,684.82	31.51
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	45,725-	27,989.43	49,215.89		94,940.89	207.63-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	377,743		391,855.66			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	332,018		441,071.55			
<u>C+D + OR - E)</u>						

0

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2020

	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	2,000	721.95	4,800.44		2,800.44-	240.02
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	450,000	.00	.00		450,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	452,000	721.95	4,800.44		447,199.56	1.06
 B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
 C. <u>Total REV./OTHER FIN. SOURCES</u>	452,000	721.95	4,800.44		447,199.56	1.06
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	600,000	.00	.00	414,018.58	185,981.42	69.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	600,000	.00	.00	414,018.58	185,981.42	69.00
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
 F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
 G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	148,000-	721.95	4,800.44		152,800.44	103.24-
 H. <u>TOTAL BEGINNING FUND BALANCE</u>	539,560		566,405.19			
 I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
 J. <u>TOTAL ENDING FUND BALANCE</u>	391,560		571,205.63			
<u>(G+H + OR - I)</u>						



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Carolyn Treleven, Executive Director of Teaching & Learning
DATE: April 14, 2020
SUBJECT: Supplemental Material Adoption: *Just Mercy*

BACKGROUND INFORMATION

On February 19, 2020, the Curriculum Advisory Committee reviewed and approved the following for submittal to the School Board:

Title: *Just Mercy*
Publisher: Delacorte Press
Author: Bryan Stevenson

Just Mercy is a text that aligns with 10th grade Advanced English Language Arts instructional materials and is organized to support the learning in the core curriculum. This nonfiction narrative is a powerful true story about the Equal Justice Initiative, the people it represents, and the importance of confronting injustice. The text will be used in conjunction with the core program in Unit 5 – “Virtue and Vengeance”.

RECOMMENDATION

I move that the Board of Directors adopt the 10th grade Advanced English Language Arts supplemental material, *Just Mercy*.

ACTION REQUIRED



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Carolyn Treleven, Executive Director of Teaching & Learning
DATE: April 14, 2020
SUBJECT: Supplemental Materials Adoption: Social Emotional Learning

BACKGROUND INFORMATION

On February 19, 2020 the Curriculum Advisory Committee (CAC) reviewed and approved the following for submittal to the School Board:

Title: *Merrell's Strong Kids*

Publisher: Paul H. Brookes Publishing

Authors: Dianna Carrizales-Engelmann, Laura L Feuerborn, et al.

Title: *How to Do Restorative Peer Mediation in Your School*

Publisher: Jessica Kingsley Publishers

Authors: Bill and Christie Lee Hansberry

In our continued efforts to better serve our students' social emotional learning needs, the CAC recommends the use of these supplemental materials in advisory and/or in counselor-led small groups. *Merrell's Strong Kids* is a series of lessons specifically aligned to teach self- and social-management, awareness, self-efficacy, and social engagement. *How to Do Restorative Peer Mediation in Your School* is designed to empower students in peer mediation skills for peer support.

RECOMMENDATION

I move that the Board of Directors adopt the social emotional learning supplemental materials, *Merrell's Strong Kids* and *How to Do Restorative Peer Mediation in Your School*.

ACTION REQUIRED



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Carolyn Treleven, Executive Director of Teaching and Learning
DATE: April 14, 2020
SUBJECT: Policy 2410: High School Graduation Requirements

BACKGROUND INFORMATION

Board Policy 2410: High School Graduation Requirements is being updated to reflect current graduation requirements set by both the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The requirement to pass state assessments or a state-approved alternative assessment has been removed. The requirement of the high school and beyond plan has been expanded to require demonstration of career and college readiness. There is also an additional requirement to meet at least one graduation pathway option. The updated procedure provides more explanation of the graduation requirement modifications.

RECOMMENDATION

I move that the Board of Directors adopt revised Board Policy 2410: High School Graduation Requirements as presented.

ACTION REQUIRED

HIGH SCHOOL GRADUATION REQUIREMENTS

The Board of Directors of the Franklin Pierce School District (the Board) will establish graduation requirements, which at a minimum satisfy those established by the State Board of Education. The Board will approve additional graduation requirements as recommended by the superintendent or designee. Graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The Board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction that may be pursued.

Requirements for Graduating

Each student must meet the following requirements to graduate from high school:

1. Complete the credit requirements specified in the procedure accompanying this policy;
2. Demonstrate career and college readiness by completing a high school and beyond plan; and
3. Meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.

Implementation

The superintendent or designee will develop procedures for implementing this policy according to applicable state law.

Legal References	Laws of 2019, ch. 252, § 201	Graduation pathway options for the graduating class of 2020 and subsequent classes
	RCW 28A.155.045	Certificate of individual achievement
	RCW 28A.230.090	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
	RCW 28A.230.097	Career and technical high school course equivalencies
	RCW 28A.230.120	High school diplomas — Issuance — Option to receive final transcripts — Notice
	RCW 28A.230.122	International baccalaureate diplomas
	RCW 28A.600.300-400	Running Start program — Definition

RCW 28A.635.060	Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected
WAC 180-51	High school graduation requirements
WAC 392-121-182	Alternative learning experience requirements
WAC 392-169	Special service programs — Running Start program
WAC 392-348	Secondary education
WAC 392-410	Courses of study and equivalencies
WAC 392-410-350	Seal of Biliteracy
WAC 392-415-070	Mandatory high school transcript contents



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Carolyn Treleven, Executive Director of Teaching and Learning
DATE: April 14, 2020
SUBJECT: Policy 2418: Waiver of High School Graduation Credits

BACKGROUND INFORMATION

Board Policy 2418: Waiver of High School Graduation Credits is a new policy required by recent legislation that replaces language previously contained in Procedure 2410P: High School Graduation Requirements.

RECOMMENDATION

I move that the Board of Directors adopt new Board Policy 2418: Waiver of High School Graduation Credits as presented.

ACTION REQUIRED

WAIVER OF HIGH SCHOOL GRADUATION CREDITS

The Board seeks to provide all students with the opportunity to complete graduation requirements without discrimination and without disparate impact on groups of students. In so doing, the Board acknowledges that circumstances may arise that prevent a student from earning all twenty-four credits required for high school graduation. Such circumstances may include, but are not limited to, the following:

- Homelessness;
- A health condition resulting in an inability to attend class;
- Limited English proficiency;
- Disability, regardless of whether the student has an individualized education program or a plan under Section 504 of the federal Rehabilitation Act of 1973;
- Denial of an opportunity to retake classes or enroll in remedial classes free of charge during the first four years of high school;
- Transfer during the last two years of high school from a school with different graduation requirements; and
- Other circumstances (e.g., emergency, natural disaster, trauma, personal or family crisis) that directly compromised a student's ability to learn.

The Board delegates to the superintendent or his/her designee discretion to grant a waiver of a maximum of two elective credits required for graduation. A student's parent/guardian or an adult student must file the district's *Application for Waiver of High School Graduation Credits (Form 2418F)* with the superintendent's office no later than thirty days prior to the student's scheduled graduation date. In order to graduate, students granted a waiver must earn seventeen required subject credits (four English, three Math, three Science, three Social Studies, two Health and Fitness, one Arts, one Career and Technical Education) which may be by satisfactory demonstration of competence as provided by WAC 180-51-050.

Legal References: RCW 28A.230.090

High school graduation requirements or equivalencies — High school and beyond plans — Career and college ready graduation requirements and waivers — Reevaluation of graduation requirements — Language requirements — Credit for courses taken before attending high school — Postsecondary credit equivalencies

RCW 28A.345.080

Model policy and procedure for granting waivers of credit for high school graduation

WAC 180-51-050

High school credit — Definition

WAC 180-51-068

State subject and credit requirements for high school graduation — Students entering the ninth grade on or after July 1, 2015



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Dr. Shaun Carey, Deputy Superintendent of PK-12
DATE: April 14, 2020
SUBJECT: Policy 3141: Nonresident Students

BACKGROUND INFORMATION

Board Policy 3141: Nonresident Students is being updated to specify that parents or guardians have the option to appeal the decision to deny nonresident enrollment directly to OSPI, rather than first require they use the district's internal appeal process. Additionally, districts must provide parents or guardians with written notification of their right to appeal directly OSPI upon the first denial.

RECOMMENDATION

I move that the Board of Directors adopt revised Board Policy 3141: Nonresident Students as presented.

ACTION REQUIRED

NONRESIDENT STUDENTS

Consistent with Chapter 28A.225 RCW, any student who resides outside the district may apply to attend a school in the district or file the parental declaration of the intent to provide home-based instruction and enroll for ancillary services, if any. All applications for nonresident attendance or home-based instruction will be considered on an equal basis.

The Franklin Pierce Board of Directors annually will inform parents of the interdistrict enrollment options and parental involvement opportunities. Information on interdistrict acceptance policies will be provided to nonresidents on request. Providing online access to the information satisfies the requirements of this policy unless a parent or guardian specifically requests information to be provided in written form. The district will not charge any transfer fees or tuition costs for enrolling eligible nonresident students.

The superintendent or designee will develop an application form that the parent or guardian will complete to apply for the student's admission. The form will gather information such as the child's current legal residence, the school district where the student is currently enrolled or receiving home-based instruction, the basis for requesting release from the resident district, the specific building desired, and grade level (elementary) or course offerings (secondary) in which the student desires to be enrolled if accepted by the district.

The district must use the Standard Choice Transfer System in the Education Data System (EDS) to process those requests for student transfer enrollment into online or alternative learning experience programs or schools.

A student who resides in a district that does not operate a secondary program will be permitted to enroll in secondary schools in this district in accordance with state law and regulation relating to the financial responsibility of the resident district.

Standards for Accepting or Rejecting an Application

The superintendent or designee will accept or reject an application for nonresident admission based upon the following standards:

- A. Whether acceptance of a nonresident student would result in the district experiencing significant financial hardship ("financial hardship" does not include routine programmatic costs associated with serving additional disabled or non-disabled students);
- B. Whether in the grade level or class at the building where the student desires to be enrolled has the capacity for additional students;
- C. Whether appropriate educational programs or services are available to improve the student's condition as stated in requesting release from his or her district of residence;
- D. Whether the student's disciplinary records or other documentation indicate a history of violent or disruptive behavior or gang membership (a gang means a group of three or

more persons with identifiable leadership that on an ongoing basis regularly conspires and acts in concert mainly for criminal purposes);

- E. Whether the student has been expelled or suspended from a public school for more than ten consecutive days, in which case the student may apply for admission under the district's policy for readmission and reengagement of suspended or expelled students;
- F. Whether enrollment of a nonresident student would conflict with a district innovation academy cooperative under RCW 28A.340.08;
- G. Whether the student has repeatedly failed to comply with requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.

Admission or Denial: Notice of Decision and Appeal of Decision

The superintendent or designee, in a timely manner, will provide all applicants with written notification of the approval or denial of a nonresident student's enrollment application. If the student is to be admitted, the superintendent or the superintendent's designee will notify the resident district and make necessary arrangements for the transfer of student records.

If the application is denied, the superintendent or designee will notify the parent or guardian in writing within 45 days from receipt of the parent's application. The notification will include the reason(s) for denial and inform the parent or guardian of their right to appeal the district's denial decision to the Superintendent of Public Instruction or his or her designee as detailed in RCW 28A.225.230.

The parent or guardian may appeal the denial to the district's superintendent or designee. Within five business days of receipt of the parent's appeal submission, the superintendent or designee will provide the parent with a written notification of the final appeal decision to either grant or deny the student's admittance into the district.

Children of Full-Time Employees

1. Pursuant to RCW 28A.225.225, a nonresident student who is the child of a full-time certificated or classified employee will be permitted to enroll:
 - a. At the school where the employee is assigned;
 - b. At a school forming the district's kindergarten through twelfth grade continuum, which includes the school where the employee is assigned; the student remains enrolled until he or she completes schooling; or
 - c. At a school in the district that provides early intervention services pursuant to RCW 28A.155.065 and/or preschool services pursuant to RCW 28A.155.070, if the student is eligible for such services.

2. The district may reject the application of a student who is the child of a full-time employee if:
- a. Disciplinary records or other evidence supports a conclusion that the student has a history of convictions, violent or disruptive behavior, or gang membership; or
 - b. The student has been expelled or suspended from a public school for more than ten consecutive days (however, the district's policies for allowing readmission of expelled or suspended students and the required reengagement procedures under this rule must apply uniformly to both resident and nonresident applicants seeking admission, pursuant to RCW 28A.225.225(2)(b)); or
 - c. The student has repeatedly failed to comply with requirements for participation in an online school program, such as participating in weekly direct contact with the teacher or monthly progress evaluations.

Legal References:	RCW 28A.225.220	Adults, children from other districts, agreements for attending school — Tuition
	RCW 28A.225.225	Applications from nonresident students or students receiving home-based instruction to attend district school — School employees' children — Acceptance and rejection standards — Notification
	RCW 28A.225.240	Apportionment credit
	RCW 28A.225.290	Enrollment options information booklet
	RCW 28A.225.300	Enrollment options information to parents
	WAC 392-137	Finance — Nonresident attendance



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Dr. Shaun Carey, Deputy Superintendent of PK-12
DATE: April 14, 2020
SUBJECT: Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders

BACKGROUND INFORMATION

Board Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders is being updated to align with several bills passed by our Legislature requiring courts, state agencies, and county sheriffs to notify schools and districts of student criminal offenses. Revisions include clarifying requirements of a school principal once a notice from law enforcement has been received.

RECOMMENDATION

I move that the Board of Directors adopt revised Board Policy 3144: Release of Information Concerning Student Sexual and Kidnapping Offenders as presented.

ACTION REQUIRED

RELEASE OF INFORMATION CONCERNING STUDENT SEXUAL AND KIDNAPPING OFFENDERS

The district recognizes its responsibility for the health and safety of all students, including students required to register as a sex or kidnapping offender enrolled within the district. Therefore, the district will take appropriate precautionary measures in situations where the building principal has been advised by law enforcement or a court that a student required to register as a sex or kidnapping offender is enrolling or is attending a school within the district.

Principal Responsibilities

When a principal receives notice from law enforcement or a court that a sex or kidnapping offender will be attending the principal's school, the principal will provide the information received to every teacher of the student and to any other personnel who, in the judgment of the principal, supervises the student or for security purposes should be aware of the student's record.

Collaboration

The principal will work with law enforcement and courts to coordinate the receipt of notifications regarding students registered as sex or kidnapping offenders. The principal or designee will also consult and collaborate with department of corrections, juvenile justice staff, treatment providers, victim support groups, and families, as applicable, when working with students required to register as a sex or kidnapping offender.

Confidentiality

Any information received by a principal or school personnel as a result of a notification is confidential and may not be further disseminated except as provided by the statute for transfer of records (RCW 28A.225.330), other statutes or case law, and the Family and Educational Privacy Rights Act (FERPA), 20 U.S.C. § 1232g et. seq.

Any school district or district employee who releases information under RCW 28A.225.330 is immune from civil liability for damages unless it is shown that the school district or district employee acted with gross negligence or in bad faith.

Inquiries by the Public

Inquiries by the public at large (including parents and students) regarding students required to register as a sex or kidnapping offender are to be referred directly to law enforcement. Law enforcement agencies receive relevant information about the release of sex and kidnapping offenders into communities and decide when such information needs to be released to the public.

Student Rights and Responsibilities

All students, including those students required to register as a sex or kidnapping offender, have a constitutional right to a public education. Students required to register as sex or kidnapping offenders are also required to notify law enforcement of their intent to enroll in school.

Written Procedures

The superintendent or designee will adopt written procedures for school principals describing how they will disseminate information received about students who are sex or kidnapping offenders with appropriate school personnel.

Legal Reference:	RCW 4.24.550	Sex offenders and kidnapping offenders — Release of information to public — Web site
	RCW 9A.44.130	Registration of sex offenders and kidnapping offenders — Procedures — Definition — Penalties
	RCW 13.04.155	Notification to school principal of conviction, adjudication, or diversion agreement — Provision of information to teachers and other personnel — Confidentiality
	RCW 13.40.215	Juveniles found to have committed violent or sex offense or stalking — Notification of discharge, parole, leave, release, transfer, or escape — To whom given — School attendance — Definitions
	RCW 28A.225.330	Enrolling students from other districts — Requests for information and permanent records — Withheld transcripts — Immunity from liability — Notification to teachers and security personnel — Rules
	RCW 72.09.345	Sex offenders — Release of information to protect public — End-of-sentence review committee — Assessment — Records access — Review, classification, referral of offenders — Issuance of narrative notices
	20 U.S. Code Section 1232g et.seq	Family and Educational and Privacy Rights Act of 1994
	Art. IX, Section 1	Washington State Constitution



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: John Sander, Executive Director of Learning Support Services
DATE: April 14, 2020
SUBJECT: Policy 3410: Student Health

BACKGROUND INFORMATION

Board Policy 3410: Student Health is being updated pursuant to state law. It now includes both distance and near vision screenings in the list of services districts are required to provide students. Other revisions are not substantive. Rather, the revisions add clarity, specificity, and correctly use specialized terms instead of using generic terms like "health specialist," which did not adequately express the professional license necessary to perform specific actions.

RECOMMENDATION

I move that the Board of Directors adopt revised Board Policy 3410: Student Health as presented.

ACTION REQUIRED

STUDENT HEALTH

The superintendent or designee will arrange for health services for all students. Such services will include but are not limited to:

- A. The maintenance of student health records;
- B. The development of procedures at each building for the isolation and temporary care of students who become ill during the school day;
- C. Consulting services of a licensed healthcare provider and/or Registered Nurse;
- D. Vision (both distance and near) and hearing screening; and
- E. Immunization records and screening.

Legal References:	RCW 28A.210.020	Visual and auditory screening of pupils – Rules and regulations
	RCW 28A.210.300	School physician or school nurse may be employed
	RCW 28A.330.100	Additional powers of board



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: James Hester, Executive Director of Human Resources and Business Services
DATE: April 14, 2020
SUBJECT: Policy 5403: Emergency and Discretionary Leave

BACKGROUND INFORMATION

The district proposes to update Policy 5403: Emergency and Discretionary Leave to align bereavement leave for employees not governed by collective bargaining agreements with other employee groups in the district.

RECOMMENDATION

I move the Board of Directors adopt revised Board Policy 5403: Emergency and Discretionary Leave as presented.

ACTION REQUIRED

EMERGENCY AND DISCRETIONARY LEAVE

Emergency leave may be granted for no more than five (5) days per year and may be taken in the case of emergencies as defined in the following:

An emergency arises out of unforeseen and unexpected circumstances which create an air of crisis or extreme need. The circumstances must present a grave and clear danger that imminently threatens physical or mental health or would result in irremediable harm or in immediate disaster to life or property unless some action is taken.

A written application for emergency leave must be returned to the district office on the day of return to work.

Family Emergency Leaves

The Board recognizes that the demands of the workplace and of families need to be balanced to promote family stability and economic security for school district employees. Conditions for the authorized use of accumulated leave for family leaves are to be fairly construed in a manner consistent with this policy and other relevant district policies.

Unless otherwise stated, any leave used under terms of this policy will be deducted from the staff member's accumulated sick leave. In the event the staff member's sick leave has been exhausted, the leave will be granted without pay.

Unless a situation is governed by an applicable collective bargaining agreement, the following will apply:

A. Domestic Violence Leave

The district will allow victims of domestic violence, sexual assault, or stalking and family members of victims to take reasonable leave from work, intermittent leave, or leave on a reduced leave schedule. The leave may be sick leave, other accrued leave, or leave without pay. Family member includes a child, spouse, parent, parent in-law, grandparent, or an individual with whom the victim has a dating relationship. The employee will provide advance notice of their intent to take leave. If advance notice is not possible due to an emergency, notice should be provided no later than the end of the first day that the employee takes the leave.

B. Family Illness

District staff members may use accrued sick leave or other accrued leave, at the employee's choice, to care for a child of the employee with a health condition that requires treatment or supervision. Staff members may use accrued sick leave or other accrued leave, at the employee's choice, to care for a spouse, parent, parent-in-law, or grandparent of the employee who has a serious health condition or an emergency condition. The district may require a signed statement from a licensed medical practitioner to verify the need for treatment, care, or supervision for any absence which exceeds five (5) consecutive days.

C. Death in the Family

The district will allow each full-time staff member a maximum of five (5) days leave upon the death of each member of an employee's family. One day will be granted for the death of a close personal friend.

D. Birth or Adoption of a Child

The district will grant leave upon the same terms to male employees as is available to female employees upon the birth or adoption of the employee's child. Leave will be granted upon the same terms to employees who become adoptive parents or stepparents, at the time of birth or initial placement for adoption of a child under the age of six, as is available to employees who become biological parents. Such leave is available only when the child lives in the employee's household at the time of birth or initial placement.

Employee requests for leave of absence due to birth or initial placement for adoption of a child will be submitted in writing to the superintendent not less than 30 days prior to the beginning date of the leave. The notice will include the approximate beginning and ending dates for the leave requested.

An extended unpaid leave of absence for a period up to the beginning of the next school term or school year may be approved at the discretion of the superintendent based upon consideration of educational program needs and the desires of the staff member, together with any recommendation of professionals such as medical practitioners or counselors, regarding the leave request.

Nothing in this section will preclude the use of accumulated sick leave to care for a child with a health condition that requires treatment or supervision, as provided in the Family Illness section of this policy.

Leaves of Absence

The district may grant leaves of absence for specific periods of time for up to one school year upon application by a staff member, the recommendation of the superintendent, and the approval of the Board. Such leaves will be without pay or fringe benefits and, with the approval of the Board, may be extended for one additional school year. During the leave, the staff member may pay the district's share of any insurance benefits program in order to maintain those benefits. The needs of students and the district program warrant primary consideration. Leaves of absence will be granted only when they will not have an undesirable impact upon the educational program or business operations.

A staff member will be entitled to return to a position in the district at the end of the leave of absence subject to the availability of a position for which the staff member is qualified. The staff member granted a leave of absence will inform the Board by April 1 as to his/her intentions to assume a position in the district for the ensuing school year. If said notification is not received, the individual's employment rights with the district will be terminated.

Staff on leave of absence will not earn any salary schedule experience credit or any sick leave credit or benefits during the leave of absence.

Leaves to Attend Meetings/Conferences

The district may grant leaves, subject to the recommendation of the superintendent and approval by the Board, to staff for the purpose of attending meetings or conferences that are likely to be of value to the staff member's performance. (Meetings and conferences wherein bargaining unit activities are conducted are excluded.) Such leaves may be granted without pay and with or without travel expense reimbursement.

Discretionary (Personal) Leave

Personal leave for unrepresented employees will be allowed as indicated in Policy 5411 for important, compelling personal matters which cannot be taken care of outside the work day.

Personal leave will not be used to extend vacations or holidays without prior approval of an administrator or Human Resources.

Legal References: RCW 49.12.270
RCW 28A.400.300

RCW 49.76

Sick leave time off — Care of family members
Hiring and discharging employees — Written
leave policies — Seniority and leave
benefits of employees transferring between
school districts
Domestic Violence Leave



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Robin Heinrichs, Executive Director of Support Services
DATE: April 14, 2020
SUBJECT: Recommendation to Award the Contract for Construction of the New Brookdale Elementary School

BACKGROUND INFORMATION

The Support Services Department recommends award of the contract to construct the New Brookdale Elementary School to Neeley Construction, Co. of Puyallup, Washington in the amount of \$20,404,000.00, which includes the following base bid and bid alternates:

Base Bid	\$ 20,847,000.00
Alternate A-1	(580,000.00)
Alternate E-1	50,000.00
Alternate E-2	87,000.00
Total Contract	\$ 20,404,000.00

A copy of the bid tabs showing all bidders on the contract and the pricing for the individual alternates has been included as reference.

RECOMMENDATION

I move that the Board of Directors award the contract for construction of the New Brookdale Elementary School to Neeley Construction, Co. of Puyallup, Washington in the amount of \$20,404,000.00. This amount includes the base bid, plus alternatives A-1, E-1, and E-2.

ACTION REQUIRED

April 13, 2020

Board of Directors
Franklin Pierce School District No. 402
315 129th Street South
Tacoma, WA 98444

Re: Franklin Pierce School District – Brookdale Replacement Elementary School Project
Recommendation to Award Contract

Dear Board,

The bid opening for the Brookdale Replacement Elementary School Project occurred on March 31, 2020. A total of (4) responsive bids were received. After reviewing the bids and consulting with district administration, we recommend awarding the contract to the responsible low bidder, Neeley Construction from Puyallup, Washington based on the following base and alternate bids:

Base Bid	\$20,847,000.00
Alternate Bid A-1	(\$580,000.00)
Alternate Bid E-1	\$50,000.00
Alternate Bid E-2	\$87,000.00
<hr/>	
Total Contract Amount	\$20,404,000.00

Erickson McGovern has worked with Neeley Construction in the past with good success. Neeley Construction is currently constructing the James Sales Elementary School Project. We feel that they will be a very capable general contractor for this project.

Sincerely,



Raymond Mow, AIA
Principal

X:\2018-4 Brookdale New ES17 Specs - Bidding\B - Bid Tab\2018-4 Brookdale Replacement Elementary Recommendation to Award Contract.docx

Franklin Pierce School District No. 402
Brookdale Replacement
Elementary School
BID OPENING Tuesday, March 31, 2020
Part 1 - 2:00 PM, Part 2 - 2:30 PM

EMA PROJECT #: 2018-04

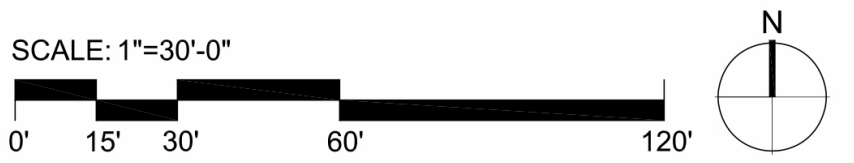
BIDDERS		Lincoln Construction, Inc. PO Box 730 Spanaway, WA 98387	Lewis Cutler Construction 2110 52nd Ave NW, Olympia, WA 98502	Pease Construction 3815 100th St SW # 3A Lakewood, WA 98499	Neeley Construction Co. 111 23rd St. SE Bldg. B Puyallup, WA 98372
BID BOND		YES	YES	YES	YES
NUMBER OF ADDENDA		1,2,3	1,2,3	1,2,3	1,2,3
BASE BID		\$20,777,700.00	\$20,872,800.00	\$21,103,000.00	\$20,847,000.00
TRENCH EXCAVATION SAFETY PROVISIONS		\$5,000.00	\$2,500.00	\$5,000.00	\$5,000.00
UNIT PRICES					
A-1	DEDUCT Classroom Addition	(\$536,904.00)	(\$566,400.00)	(\$588,000.00)	(\$580,000.00)
M-1A	DOAU-Scott Springfield AHU- Trane (CSAA) VRF- Mitsubishi/ Trane	NO BID	NO BID	\$500,000.00	\$100,000.00
M-1B	DOAU-Xetex AHU- AAON (H3/V3) VRF-LG	NO BID	NO BID	\$11,000.00	\$11,000.00
E-1	CCTV	\$59,510.00	\$58,700.00	\$60,600.00	\$50,000.00
E-2	Classroom AV Projectors	\$104,365.00	\$82,900.00	\$106,000.00	\$87,000.00
SUBCONTRACTOR LISTING		\$20,941,575.00	\$21,014,400.00	\$21,269,600.00	\$20,984,000.00
HVAC		CRESCENT MECHANICAL	CRESCENT MECHANICAL	PHOENIX MECHANICAL	PHOENIX MECHANICAL
PLUMBING		CRESCENT MECHANICAL	ALOISIO PLUMBING	PHOENIX MECHANICAL	PHOENIX MECHANICAL
ELECTRICAL		TAURUS ELECTRIC	TAURUS ELECTRIC	TAURUS ELECTRIC	TAURUS ELECTRIC
FIRE SPRINKLER		COLUMBIA FIRE	COLUMBIA FIRE	COLUMBIA FIRE	COLUMBIA FIRE
EARTHWORK		C.S.E. LLV	CSE	SCI	CSE

THIS IS TO CERTIFY THAT THE ABOVE FIGURES ARE A TRUE AND ACCURATE TABULATION OF BIDS RECEIVED

Ray Mow, AIA









Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Robin Heinrichs, Executive Director of Support Services
DATE: April 14, 2020
SUBJECT: Annual Report of Conditions of Buildings under the Asset Preservation Program

BACKGROUND INFORMATION

Two facilities in our district fall under the Asset Preservation Program (APP) – the GATES Multi-Purpose Building and Midland Elementary School. This year's APP facility condition report has been delivered to OSPI. The APP program also requires a report copy be delivered to the Board each year.

RECOMMENDATION

None.

ACTION REQUIRED

None. This is an information item only.



School Facilities and Organization
 INFORMATION AND CONDITION OF SCHOOLS
 Detailed Condition Assessment by Building
 Reporting Year 2019-2020

FRANKLIN PIERCE

88.74%

GATES HIGH SCHOOL - MULTI-PURPOSE BUILDING

Building Details

PROFILE TYPE	Gymnasium
NUMBER OF FLOORS	1
BOARD ACCEPTANCE DATE	12/15/2002
CHARACTERISTICS	Occupied
ANNUAL REVIEW COMPLETED BY	District
COMMENTS	Small snack serving area included

This building is required to comply with the Asset Preservation Program

REPORTING YEAR	APP YEAR	BUILDING CONDITION ASSESSMENT	ANNUAL REVIEW COMPLETED BY	BOARD REPORT PRESENT DATE
2019-2020	17	88.74	District	4/14/2020
2018-2019	16	91.23	District	4/16/2019
2017-2018	15	91.23	Consultant	4/3/2018
2016-2017	14	91.23	District	3/14/2017
2015-2016	13	80.22	District	3/8/2016
2014-2015	12	92.23	District	3/27/2015

The next certified BCA is due: **2022**

Building Inventory

AREA YEAR BUILT	DISTRICT ASSIGNED AREA	GROSS BUILDING SQ FT	GROSS INSTRUCTIONAL SQ FT	SCAP RECOGNIZED SQ FT	ORIGINAL OCCUPANCY DATE	ORIGINAL BOARD ACCEPTANCE DATE
2002	1,3	4,878	4,878	4,878	9/1/2002	4/13/2004
2002	2	2,877	2,877	2,877	9/1/2002	4/13/2004
Building Totals		7,755	7,755	7,755		

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Foundations	Standard Foundation	A1010		90.00% Good
Slabs on Grade	Standard Slabs on Grade	A4010		100.00% Excellent
Water and Gas Mitigation	Building Subdrainage	A6010		90.00% Good



School Facilities and Organization
 INFORMATION AND CONDITION OF SCHOOLS
Detailed Condition Assessment by Building
Reporting Year 2019-2020

FRANKLIN PIERCE

88.74%

GATES HIGH SCHOOL - MULTI-PURPOSE BUILDING

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Superstructure	Roof Construction	B1020		90.00% Good
Exterior Vertical Enclosures	Exterior Walls	B2010		90.00% Good
	<i>Deficiencies:</i>	Other		
	<i>Causes:</i>	Moisture Penetration, Surface Damage		
	<i>Comments:</i>	Deficiency: Plywood soffits and wood fascia boards are weathered and need repainting.		
	Exterior Windows	B2020		90.00% Good
	Exterior Doors and Grilles	B2050		90.00% Good
	Exterior Louvers and Vents	B2070		90.00% Good
Exterior Horizontal Enclosures	Roofing	B3010		90.00% Good
	Roof Appurtenances	B3020		90.00% Good
	<i>Deficiencies:</i>	Gutters/Downspouts Not Draining		
	<i>Causes:</i>	Missing Drainage Components		
	<i>Comments:</i>	Deficiency: Downspouts are clogged. Cleanout fittings need to be installed at the bottom of the downspouts.		
	Horizontal Openings	B3060		90.00% Good
Interior Construction	Interior Partitions	C1010		90.00% Good
	Interior Doors	C1030		90.00% Good
	Interior Grilles and Gates	C1040		90.00% Good
Interior Finishes	Wall Finishes	C2010		90.00% Good
	Flooring	C2030		62.00% Fair
	<i>Deficiencies:</i>	Irregular Surface		
	<i>Causes:</i>	Moisture		



School Facilities and Organization
 INFORMATION AND CONDITION OF SCHOOLS
Detailed Condition Assessment by Building
Reporting Year 2019-2020

FRANKLIN PIERCE

88.74%

GATES HIGH SCHOOL - MULTI-PURPOSE BUILDING

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Interior Finishes	<i>Comments:</i>	Deficiency: Gym floor is blistering along East/West line at South side. VCT tile needs to be replaced. Joints widening.		
	Ceiling Finishes	C2050		90.00% Good
	<i>Deficiencies:</i>	Surface Appearance		
	<i>Causes:</i>	Surface Damage		
	<i>Comments:</i>	Deficiency: ACP panels are broken in hallways and classrooms.		
Plumbing	Domestic Water Distribution	D2010		90.00% Good
	Sanitary Drainage	D2020		100.00% Excellent
	Building Support Plumbing Systems	D2030		90.00% Good
HVAC	Heating Systems	D3020		90.00% Good
	Facility HVAC Distribution Systems	D3050		100.00% Excellent
	Ventilation	D3060		100.00% Excellent
Fire Protection	Fire Suppression	D4010		100.00% Excellent
	Fire Protection Specialties	D4030		100.00% Excellent
Electrical	Electrical Services and Distribution	D5020		100.00% Excellent
	General Purpose Electrical Power	D5030		100.00% Excellent
	Lighting	D5040		90.00% Good
	<i>Deficiencies:</i>	Uneven or Low light Levels		
	<i>Causes:</i>	Other		
	<i>Comments:</i>	Deficiency: Gym lighting is inefficient. Classroom lights need to be covered from T8 fluorescent to LED.		
Communications	Data Communications	D6010		90.00% Good



School Facilities and Organization
 INFORMATION AND CONDITION OF SCHOOLS
Detailed Condition Assessment by Building
 Reporting Year 2019-2020

FRANKLIN PIERCE

88.74%

GATES HIGH SCHOOL - MULTI-PURPOSE BUILDING

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Communications	Voice Communications	D6020		90.00% Good
	Distributed Communications and Monitoring	D6060		100.00% Excellent
Electronic Safety and Security	Electronic Surveillance	D7030		100.00% Excellent
	Detection and Alarm	D7050		90.00% Good
Integrated Automation	Integrated Automation Facility Controls	D8010		100.00% Excellent
	<i>Deficiencies:</i>	Other		
	<i>Causes:</i>	Equipment Obsolescence, Other		
	<i>Comments:</i>	Deficiency: Campus is not connected to district-wide emergency management system.		
Equipment	Commercial Equipment	E1030		90.00% Good
Furnishings	Fixed Furnishings	E2010		90.00% Good
	<i>Deficiencies:</i>	Surface Deterioration		
	<i>Causes:</i>	Deterioration		
	<i>Comments:</i>	Deficiency: Kitchen countertops are worn and need to be replaced.		
	Movable Furnishings	E2050		90.00% Good



School Facilities and Organization
 INFORMATION AND CONDITION OF SCHOOLS
 Detailed Condition Assessment by Building
 Reporting Year 2019-2020

Franklin Pierce

91.71

Midland Elementary School - Main Building

Building Details

PROFILE TYPE	Elementary School - Single Story
NUMBER OF FLOORS	1
BOARD ACCEPTANCE DATE	6/21/2005
CHARACTERISTICS	Occupied
ANNUAL REVIEW COMPLETED BY	District
COMMENTS	Sq ft shown is based on area analysis. Elig calc will show 46,311 per original SCAP report for project.

This building is required to comply with the Asset Preservation Program

REPORTING YEAR	APP YEAR	BUILDING CONDITION ASSESSMENT	ANNUAL REVIEW COMPLETED BY	BOARD REPORT PRESENT DATE
2019-2020	14	91.71	District	4/14/2020
2018-2019	13	88.17	District	4/16/2019
2017-2018	12	89.98	Consultant	4/3/2018
2016-2017	11	89.98	District	3/14/2017
2015-2016	10	Not Reviewed	Incomplete	3/8/2016
2014-2015	9	92.70	District	3/27/2015

The next certified BCA is due: 2022

Building Inventory

AREA YEAR BUILT	DISTRICT ASSIGNED AREA	GROSS BUILDING SQ FT	GROSS INSTRUCTIONAL SQ FT	SCAP RECOGNIZED SQ FT	ORIGINAL OCCUPANCY DATE	ORIGINAL BOARD ACCEPTANCE DATE
2003	1 - 25	46,272	46,272	46,272	7/1/2003	6/21/2005
Building Totals		46,272	46,272	46,272		

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Foundations	Standard Foundation	A1010		90.00% Good
Slabs on Grade	Standard Slabs on Grade	A4010		90.00% Good
	Deficiencies:	Minor Cracking, Settlement		
	Causes:	Foundation		

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Slabs on Grade	Comments:	Location: West wing of building, outside classroom 302. Deficiency: Concrete floor slab settlement.		
Water and Gas Mitigation	Building Subdrainage	A6010		90.00% Good
Superstructure	Roof Construction	B1020		100.00% Excellent
	Comments:	Roof replaced summer 2019.		
Exterior Vertical Enclosures	Exterior Walls	B2010		90.00% Good
	Deficiencies:	Cracking, Peeling, Flaking		
	Causes:	Surface Damage		
	Comments:	Deficiency: Exterior walls need repainting and refinishing at board and batten panel siding, overhang support brackets, and brick walls at main entry and kitchen screened walls.		
	Exterior Windows	B2020		90.00% Good
	Exterior Doors and Grilles	B2050		90.00% Good
	Exterior Louvers and Vents	B2070		90.00% Good
Exterior Horizontal Enclosures	Roofing	B3010		100.00% Excellent
	Comments:	roof replaced summer 2019		
	Roof Appurtenances	B3020		90.00% Good
	Horizontal Openings	B3060		90.00% Good
	Overhead Exterior Enclosures	B3080		100.00% Excellent
	Deficiencies:	Efflorescence and Staining		
	Causes:	Moisture Intrusion, Surface Damage		
	Comments:	Deficiency: Main entry canopy soffit is water stained, needs to be repainted.		
Interior Construction	Interior Partitions	C1010		90.00% Good
	Interior Windows	C1020		100.00% Excellent
	Interior Doors	C1030		90.00% Good
	Interior Grilles and Gates	C1040		90.00% Good
	Suspended Ceiling Construction	C1070		100.00% Excellent
Interior Finishes	Wall Finishes	C2010		90.00% Good
	Interior Fabrications	C2020		90.00% Good

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Interior Finishes	Flooring	C2030		90.00% Good
	Deficiencies:	Broken or Loose Tiles, Irregular Surface		
	Causes:	Deterioration, Faulty Installation, Settlement		
	Comments:	Deficiency: VCT joints opening up at main entry vestibule, CT base cracked in boy's restroom - west wing, SV tile has been damaged at kitchen exterior entry.		
Plumbing	Ceiling Finishes	C2050		90.00% Good
	Domestic Water Distribution	D2010		90.00% Good
	Sanitary Drainage	D2020		90.00% Good
	Building Support Plumbing Systems	D2030		90.00% Good
HVAC	Heating Systems	D3020		90.00% Good
	Cooling Systems	D3030		90.00% Good
	Facility HVAC Distribution Systems	D3050		100.00% Excellent
	Ventilation	D3060		100.00% Excellent
	Deficiencies:	Other		
	Causes:	Other		
Fire Protection	Comments:	Deficiency: Finish on louver vents at east wing have weathered, need refinishing.		
	Fire Suppression	D4010		90.00% Good
	Fire Protection Specialties	D4030		90.00% Good
Electrical	Electrical Services and Distribution	D5020		90.00% Good
	General Purpose Electrical Power	D5030		90.00% Good
	Lighting	D5040		90.00% Good
	Deficiencies:	Other		
	Causes:	Wiring Problems		
	Comments:	Deficiency: Hallway soffit lights at classroom entries require frequent replacement. Wall sconce lights at main entry vestibule constantly overheat.		
Communications	Data Communications	D6010		90.00% Good

Building Components

SUB-ASSEMBLY	COMPONENT	COMPONENT CODE	MAINTENANCE PRIORITY	CONDITION RATING
Communications	Voice Communications	D6020		90.00% Good
	Audio-Video Communications	D6030		90.00% Good
	Distributed Communications and Monitoring	D6060		90.00% Good
Electronic Safety and Security	Electronic Surveillance	D7030		90.00% Good
	Detection and Alarm	D7050		100.00% Excellent
Integrated Automation	Integrated Automation Facility Controls	D8010		100.00% Excellent
Equipment	Commercial Equipment	E1030		90.00% Good
	Institutional Equipment	E1040		90.00% Good
	Other Equipment	E1090		90.00% Good
Furnishings	Fixed Furnishings	E2010		90.00% Good
	Movable Furnishings	E2050		90.00% Good



Franklin Pierce Schools

315 129th Street S, Tacoma, WA 98444
253-298-3010, Fax 253-298-3015
www.fpschools.org

MEMORANDUM

TO: Board of Directors
FROM: Lance Goodpaster, Superintendent
DATE: April 14, 2020
SUBJECT: Application for Emergency Waiver of Credit-Based Graduation Requirements

BACKGROUND INFORMATION

At a special Washington State Board of Education (SBE) meeting on April 8, the SBE adopted emergency rules that allow school districts to apply for greater flexibility in awarding a diploma to high school seniors impacted by the COVID-19 outbreak.

The new rules are effective for the class of 2020 immediately. They allow public school districts approved by the Board to waive certain state graduation requirements for individual students. To be approved, districts must make a good faith effort to give students opportunities to complete credits for high school graduation. The Office of the Superintendent of Public Instruction (OSPI) gave districts guidance on how to offer students these opportunities. The waiver is an extra tool districts can use to make sure students graduate despite the COVID-19 school building closures.

A copy of the FPS application and the SBE Frequently Asked Questions document are attached for your reference.

RECOMMENDATION

None.

ACTION REQUIRED

None. This is an information item only.

District: Franklin Pierce School District
Organization Code: 27402
ESD: Puget Sound Educational Service District 121

Page 1

STATE BOARD OF EDUCATION

Application for Emergency Waiver of Credit-Based Graduation Requirements

The authority for this waiver is sections 10 through 12, chapter 7, Laws of 2020 (EHB 2965) which authorizes the State Board of Education to administer an emergency waiver program.

The purpose of the emergency waiver program is to grant Local Education Agencies flexibility so that students in the graduating Class of 2020 or earlier who were on track to graduate before the gubernatorial declaration of emergency of February 29, 2020, the proclamation of statewide school closures on March 13, 2020, and any subsequent amendments to these proclamations, are not negatively impacted by measures taken by the Local Education Agency in response to the novel coronavirus (COVID-19). **This waiver authority expires July 31, 2020.**

NOTE: A Local Education Agency that is granted this emergency waiver is considered in compliance with the program of basic education provided that the Local Education Agency meets the requirements of this emergency waiver and the other provisions of the program of basic education.

In order to be granted the waiver authority, the Local Education Agency must certify compliance with each of the following requirements.

Please indicate "Yes" **or** "No" to each statement below:

- ☒ **Yes** ☐ **No** The local education agency has considered equity in applying for the waiver and will consider equity in administering the waiver. This may include, but is not limited to, an equity analysis, community outreach, or other means to assess and mitigate potential disparate impacts of this waiver.
- ☒ **Yes** ☐ **No** The local education agency will grant waivers on an individual student basis to eligible students in accordance with section WAC 180-111-040
- ☒ **Yes** ☐ **No** The local education agency will demonstrate a good faith effort, as defined in WAC 180-111-020, to help the individual student address credit deficiencies and meet core course requirements prior to granting a waiver.
- ☒ **Yes** ☐ **No** The local education agency will administer the waiver in accordance with program rules as outlined in this chapter.

If you answered "**No**" to any of the statements above you **MUST** answer the following.

If your district is unable to meet any of the requirements above, please explain why.

CERTIFICATION OF COMPLIANCE

The following persons named below certify that the information stated herein is true and correct and that **Franklin Pierce School District** will implement the requirements for this emergency waiver of the credit-based graduation requirements set forth in [Chapter 180-51 WAC](#) as provided in Chapter 180-111 WAC. Districts are also encouraged to waive any local graduation requirements due to the Coronavirus (COVID-19) emergency situation. Full details on the waiver program may be found in Chapter 180-111 WAC.

The undersigned further acknowledges that a copy of this document has been provided to the district's Board of Directors and that the district has maintained records in its possession supporting this certification for auditing purposes.

**School District Superintendent
or Head of Local Education Agency:**

Lance Goodpaster

Date: (MM/DD/YY)

04-09-20



Frequently Asked Questions

The Washington State Board of Education (SBE) approved emergency rules Wednesday, April 8 that allow flexibility and local-approval following extensive school building closures due to the COVID-19 outbreak. The following are frequently asked questions about the new rules and waiver program.

1. What is the purpose of the new waiver program? 2
2. What do the new rules mean for students? 2
3. How was it determined that emergency rules were needed? 2
4. Who is the waiver for? Individual students or districts? 3
5. Does the waiver apply to classes beyond the Class of 2020? 3
6. Can districts provide enough instruction for students to pass a competency test and not use the waiver? 4
7. What does the law mean by "on-track to graduate"? 4
8. Can a waiver be used for a student who planned to graduate in the summer? 4
9. How many credits can be waived and what type? 5
10. My district has implemented the 24-credit framework for Class of 2020. Can my district use a two-credit waiver for student circumstances and this emergency waiver? 5
11. Can minimum state core credit requirements be waived? 5
12. Are there conditions for LEAs to receive the waiver? 5
13. What does the law mean by "good faith effort"? 5
14. What specifically can be waived? 6
15. Can this waiver be used for 5th-year seniors? 6
16. Is the application process difficult? 6
17. Will transcripts indicate if the student received the waiver? 7
18. How do the emergency rules impact private schools? 7
19. What about other requirements for graduation, like the new graduation pathway options or the High School and Beyond Plan? 7
20. Does this waiver extend to community colleges and similar institutions? 7

Acronyms

- SBE – State Board of Education
- OSPI – Office of Superintendent of Public Instruction
- WSSDA – The Washington State School Directors' Association
- LEA – Local Education Agency (school districts, charters schools, and tribal compact schools)
- HSBP – High School and Beyond Plan



The Washington State **BOARD OF EDUCATION**

1. What is the purpose of the new waiver program?

The waiver program is a temporary solution for immediate challenges faced by students. The waiver will provide flexibility for students in light of school building closures due to COVID-19. It was adopted:

- To give districts authority to waive certain credit requirements for individual students who were on-track to graduate this school year (2019-20) and were unable to complete required credits despite a good faith effort on the part of the district to help the student earn the credit.
- To provide for hour or day waivers for private schools for the 2019-20 academic year.

The waiver allows **LEAs (school districts, charters schools, and tribal compact schools) and private schools** to waive certain credit requirements for graduating students on a case-by-case basis.

- The waiver does not address potential impacts on earlier grades or students graduating after this school year. This would require additional legislation.
- The waiver does not apply to local graduation requirements. Districts have the authority to waive their local requirements.
- The waiver cannot be used to address missed hours/days for public schools. (OSPI is providing guidance on hour/days requirements.)

2. What do the new rules mean for students?

The rules are designed so that seniors expecting to graduate this year are not negatively impacted by school building closures and related disruptions to their learning and their ability to earn credits needed for a diploma. The waivers are applied on an individual student-basis so the meaning of the rules may be a little different for each student.

The rules require that LEAs explore options to provide students the opportunity to earn credit, since it is the first and preferred option that students earn the credit they need to graduate. (OSPI has provided [guidance](#) to LEAs to help students graduate.) However, if students cannot earn graduation requirement credits because of school closures, these emergency rules will permit the waiver of some graduation requirements so that students can graduate.

3. How was it determined that emergency rules were needed?

The existing rules for graduation allow for a fair amount of flexibility in terms of how students meet state graduation requirements, but they don't provide enough flexibility in terms of waiving or reducing requirements in a situation such as exists now, with substantial disruption to the traditional education model. Legislation and rules were required to create temporary increased flexibility, specifically focused on seniors in the Class of 2020, so that students could earn their diploma and move on to their next steps after high school.



The Washington State **BOARD OF EDUCATION**

4. Who is the waiver for? Individual students or districts?

First, the State Board of Education (SBE) approves applications from Local Education Agencies (LEAs) (school districts, charter schools, and tribal compact schools). Once approved, the LEA has the authority to waive certain credit requirements for individual students who were on-track to graduate this 2019-20 school year (waivers are only applicable for Class of 2020 students and earlier classes, e.g. 5th-year seniors). The LEA is responsible for making waiver decisions on an individual basis at the local level. The Board will not review individual student waivers (although some reporting will be required).

There are a few options to help students earn credit and we expect additional guidance to be coming soon. Please see the [OSPI guidance](#) on serving seniors. Many students will be able to earn credit for spring.

5. What information should LEAs share with students and families when consulting about the waiver?

It is important to let students know that the waiver comes with some uncertainty in terms of postsecondary impacts. If a student is granted a waiver and does not receive credit for any course (particularly a core course), this could have long-term impacts for the student. Students graduating with the waiver may need to make up content later when they get to college. In addition, please consider potential impacts on:

- alignment with higher education standards
- preparation for majors (e.g. nursing, engineering, and other STEM fields)
- admission and transfer to out-of-state and graduate and professional schools
- employment eligibility

K-12 and higher education partners are working together to mitigate impacts. Stay tuned for additional guidance.

Find the joint statement: [Fall 2020 Admissions COVID-19 Statement for Washington's Baccalaureate Universities and College](#) (Washington State Council of Presidents, Independent Colleges of Washington).

See the State Board's [approved rules WAC 180-111-040](#) for reference.

6. Does the waiver apply to classes beyond the Class of 2020?

No. By law, the waiver is limited to students in the graduating Class of 2020 or earlier who were on-track to graduate before the gubernatorial declaration of emergency of February 29, 2020. Also, any following amendments to that proclamation, who cannot meet the statewide minimum credit and subject area graduation requirements due to school closures related to the novel coronavirus.



7. Can districts provide enough instruction for students to pass a competency test and not use the waiver?

Yes. In fact, that would be preferred. The waiver is an extra tool districts can use to make sure students graduate after the COVID-19 school building closures. If a student is granted a waiver and does not receive credit for any course (particularly a core course), this could have long-term impacts for the student. For example, it could impact admission or result in a need to take remedial courses in higher education, or it could have impacts on employment eligibility for some students.

First schools should be working with students to earn the credit through the strategies outlined in the OSPI guidance and their existing local authority (which includes competency-based credit). After all other options for receiving credit have been exhausted, then an individual student may be granted a waiver.

8. What does the law mean by “on-track to graduate”?

“On-track to graduate” means the student has completed or is enrolled in courses that would allow them to meet the state graduation requirements by the end of the 2019-20 school year.

Note: if a term had not yet started by February 29, 2020 (e.g. trimester schools, Running Start, or summer school), then the student’s planned coursework may also count toward “on-track.”

Planned enrollment means credits that the student could have reasonably completed by the end of the 2019-20 school year for terms not yet started as of February 29, 2020, as indicated on the student’s high school and beyond plan, in course registration records, or in the student’s credit attainment or recovery plan.

9. Can a waiver be used for a student who planned to graduate in the summer?

Yes. The waiver must be granted to the student before July 31, 2020 (the date the waiver authority expires, by law). The waiver is intended for credits missed during school closures despite LEAs making a “good faith effort.” It is intended for credits missed during school closures; it may be used on summer school courses if the closures continue into the summer. However, the current order closes schools through June 19, 2020 so from a planning perspective it would not be prudent to count on being able to waive planned summer courses. If school is back in session in the summer, the student could receive a waiver for applicable credits during the spring closure and return to complete the planned summer credits.

Possible student examples could include:

- A student who planned to graduate in summer and receives the waiver for spring credits during the closure, but then comes back for summer school and graduates in summer.
- A student who planned to complete in spring but was unable to earn credits due to the closure, may have some credits waived but may choose to complete a required course important to their postsecondary plans in the summer.



The Washington State BOARD OF EDUCATION

If schools building closures are extended to include the summer term an LEA could consider applying the waiver to a student's planned summer school credits. In this case, credits from both spring and summer courses could be waived. LEAs should be cautious about waiving too many credits and consult with the student about what is best for the student. Summer school classes must be completed by the end of August 2020, per RCW 28A.150.203. Any waivers must be granted prior to the expiration of the program on July 31, 2020.

10. How many credits can be waived and what type?

The limit on number of credits waived is based on what a student was enrolled in or planning to reasonably complete by the end of the 2019-20 school year. Please see the "on-track to graduate" definition for further explanation.

Waived graduation requirement credits may include both core credit graduation requirements and flexible credit graduation requirements, as defined in WAC 180-51-210.

11. My district has implemented the 24-credit framework for Class of 2020. Can my district use a two-credit waiver for student circumstances and this emergency waiver?

Yes, Districts that have implemented the 24-credit framework for the Class of 2020 can use the two flexible credit waiver, in addition to the emergency waiver.

If your district applies for this emergency waiver, then the rules would allow waiving credits the student was "on-track" to receive for the remainder of this school year.

Districts who have not implemented the 24-credit framework for the Class of 2020 are not able to use the two-credit waiver for flexible credits, but can qualify for the emergency waiver.

12. Can minimum state core credit requirements be waived?

Yes. This means a student with this waiver may graduate with fewer than the state minimum requirements. For example, a possible scenario is students graduating with 3.5 credits of English because they were unable to earn credit for the second semester. **However, this must be applied on an individual student basis and the first priority is to try to help the student earn the credit.**

13. Are there conditions for LEAs to receive the waiver?

In their application for authority to be able to grant individual student waivers, the LEA must certify the following:

1. The LEA will consider equity when administering the waiver. This may include, but is not limited to, an equity analysis, community outreach, or other means to assess and mitigate potential disparate impacts of this waiver.



The Washington State **BOARD OF EDUCATION**

2. The LEA will make a good faith effort to help individual students address core course requirements and credit deficiencies through other mechanisms. To be granted the waiver authority, the LEA must certify that they will make a “good faith effort” based on OSPI’s guidance for supporting seniors (e.g. [Bulletin 022-20](#)).
3. The LEA will grant waivers in accordance with program rules--including on an individual, case-by-case student basis--after a good faith effort has first been made to help students earn the credit.

14. What does the law mean by “good faith effort”?

“Good faith effort” means the local education agency or private school considered and implemented options, determined appropriate by the local education agency or private school, to support individual students in meeting credit requirements. This includes consideration of awarding and waiving of credits through the existing authority of local education agencies and private schools (e.g. providing competency credit where appropriate) and through recommendations provided by OSPI’s guidance for supporting seniors ([Bulletin 022-20](#)). LEAs should consider all the options, determine which ones the LEA can provide, then examine individual circumstances and determine which of the available options are appropriate to implement with the student.

15. What specifically can be waived?

High school graduation requirements or equivalencies established under RCW 28A.230.090, focused on credit-based graduation requirements. The waiver does not serve to grant credits, but rather waives the need for the credits in order to earn the diploma.

Waived graduation requirement credits may include both core credit graduation requirements and flexible credit graduation requirements, as defined in WAC 180-51-210.

16. Can this waiver be used for 5th-year seniors?

Yes, students in the Class of 2019 and earlier classes may receive a waiver if they meet the on-track definition.

17. Is the application process difficult?

SBE recognizes that LEAs are making a number of changes in the way they serve their students and expects nearly all LEAs with high school seniors to apply given statewide school closures. The application will be short and simple. The application should be signed by the LEA superintendent or designee if the superintendent is not available.

In addition, WSSDA is drafting a model policy to support implementation.



18. Will transcripts indicate if the student received the waiver?

OSPI is exploring the possibility of a transcript notation.

19. How do the emergency rules impact private schools?

Under the emergency rules, private schools are authorized to waive credit-based graduation requirements for individual students. Private schools will not be required to apply to the State Board of Education.

Private schools are also released from the requirement of providing a certain number of days or instructional hours for the 2019-20 school year. In addition, under existing law for private schools (RCW [28A.195.090](#)), instructional hours and days requirements are deemed met for private schools operating an online program.

The emergency rules also permit private schools that were approved in 2019-2020 to start the 2020-2021 school year as online-only schools if they determine it is necessary.

20. What about other requirements for graduation, like the new graduation pathway options or the High School and Beyond Plan?

Students are expected to meet other graduation requirements, although there may be flexibility in how they meet them.

- *Graduation Pathway Options:* If a student has not previously met the pathway requirement, they may be eligible for the Expedited Assessment Appeal (waiver).
- *HSBP Requirements:* There are more requirements now, but schools can work one-on-one with Class of 2020 students to complete this for each student, even if it was not done before the school closures. The LEA determines if this requirement is met.

Please see [OSPI's guidance](#) (Appendix G) on this topic.

21. Does this waiver extend to community colleges and similar institutions?

Yes, community and technical colleges that grant high school diplomas are included in the definition of local education agency in the SBE emergency rules, per WAC 180-51-015. To use the waiver community and technical colleges would need to apply to the State Board of Education.