

**BOARD OF DIRECTORS**  
**Regular Business Meeting - 5:30 PM**  
**December 12, 2023**  
**364 S Park St**  
**Walla Walla, WA 99362**

Watch Live: <https://wwps-org.zoom.us/j/99191990247>

Listen: Dial 1-253-215-8782 and enter the Webinar ID: 991 9199 0247

Individuals with disabilities and those individuals who may have difficulty attending a board meeting due to issues such as mobility limitations may contact the superintendent’s office at 509-526-6715 no later than three days before a regular meeting and as soon as possible in advance of a special meeting so the district can arrange for them to participate.

Spanish Agenda / Agenda Española: <https://www.wwps.org/district/information/school-board/board-meeting-schedule>

**I. CALL TO ORDER:** (5:30 p.m.) *Derek Sarley*

**II. FLAG SALUTE:** *Kathy Mulkerin*

**III. ROLL CALL:**

- Derek Sarley, President
- Kathy Mulkerin, Vice President
- Ruth Ladderud
- Eric Rindal
- Terri Trick
- Hailey Thrall, Student Board Representative

**IV. APPROVAL OF AGENDA:** *Derek Sarley*

**V. CONSENT AGENDA:** *Derek Sarley*

- |  |   |
|--|---|
| 1. Personnel Report                                      | 3 |
| 2. Extracurricular Athletic Contracts                    | 4 |
| 3. Non-Athletic Extra & Co-Curricular Contracts          | 5 |
| 4. December 5 Accounts Payable and November Payroll      | 6 |
| 5. For and Against Committees                            | 7 |
| 6. Regular Business Meeting Minutes of November 21, 2023 | 9 |

**VI. OATH OF OFFICE FOR BOARD MEMBERS & STUDENT REPRESENTATIVE:** (5:35 p.m.) *Derek Sarley*

- Ruth Ladderud
- Alayna Brinton
- Derek Sarley
- Eva Maxwell, Student Board Representative

~ Oath administered by Walla Walla County Superior Court Judge Brandon Johnson

**VII. SPECIAL PROGRAMS/INTRODUCTIONS/ANNOUNCEMENTS:** (5:45 p.m.) *Derek Sarley*

1. Building Belonging Recognition: *Dr. Julie Perron*
  - Katie Mirkovich - Green Park Elementary School

**VIII. CITIZENS' COMMENTS:** (5:50 p.m.) *Derek Sarley*

<b>IX. REPORTS:</b> (6:00 p.m.) <i>Derek Sarley</i>	
1. 2024-2025 and 2025-2026 School Year Calendars: <i>Chris Gardea, April Brown &amp; Jimmy Hill</i>	12
2. Legislative Update and Preparation: <i>Marie Sullivan</i>	
3. Board of Directors Report: <i>Derek Sarley</i>	
4. Superintendent's Report: <i>Dr. Wade Smith</i>	
a. Monthly Enrollment Report	23
5. Monthly Financial Dashboard Report: <i>Janette Jeffris</i>	25
6. Policies Second Reading: <i>Dr. Wade Smith</i>	28
• 1400 Meeting Conduct, Order of Business, and Quorum	
• 1610 Conflicts of Interest	
• 2190 Highly Capable Programs	
• 2230 Transition to Kindergarten Program	
• 6215 Expense Claim Certification and Approval	
• 6217 Electronic Funds Transfer	
• 6530 Insurance	
• 6550 Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAs)	
• 6700 Nutrition, Health, and Physical Education	
<b>X. ACTION:</b> (7:00 p.m.) <i>Derek Sarley</i>	
1. Policies Second Reading:	48
• 1400 Meeting Conduct, Order of Business, and Quorum	
• 1610 Conflicts of Interest	
• 2190 Highly Capable Programs	
• 2230 Transition to Kindergarten Program	
• 6215 Expense Claim Certification and Approval	
• 6217 Electronic Funds Transfer	
• 6530 Insurance	
• 6550 Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAs)	
• 6700 Nutrition, Health, and Physical Education	
2. 2024-2025 and 2025-2026 School Year Calendars	68
<b>XI. ELECTION OF OFFICERS FOR BOARD OF DIRECTORS:</b> (7:05 p.m.) <i>Derek Sarley</i>	
<b>XII. ADJOURNMENT:</b> (7:15 p.m.) <i>Board President</i>	

## PERSONNEL REPORT

December 12, 2023 – Board Meeting

Date: December 7, 2023

### EMPLOYMENT

Certificated: Jennifer Foster, Temporary High School Attendance Specialist (2023-24), Walla Walla High School

Classified: Michaela Brown, Head Start Assistant Teacher, WWCCF  
Hailey Coleman, Para-Educator, Sharpstein Elementary School  
Mila Flowers, Para-Educator, Sharpstein Elementary School  
Christian Herrera, Bilingual Para-Educator, Green Park Elementary School  
Emma Oliver, Bus Assistant, SE Washington Transportation Co-Op  
Armando Rubio, Head Start Assistant Teacher, WWCCF  
Adriana Ruiz-Garcia, Head Start Family Advocate, WWCCF  
Patrick Schack, Bus Driver, SE Washington Transportation Co-Op  
Andrew Wilson, Bilingual Assistant Secretary, Lincoln High School

### RESIGNATION/RETIREMENT/SEPARATION OF EMPLOYMENT

Classified: Maria del Carmen Plasencia, Head Start Assistant Teacher, WWCCF, 1 year  
Tina Thompson-Rawlins, Head Start Assistant Teacher, WWCCF, 4 years

EXTRA-CURRICULAR ATHLETIC CONTRACTS 2023-2024

<u>Name</u>	<u>School</u>	<u>Assignment</u>
Brandon Albert	Berney Elementary	Girls Basketball
Norma Arceo	Edison Elementary	Girls Basketball
Mason Brooks	Berney Elementary	Girls Basketball
Reginald Bryd	Garrison Middle School	Assistant Girls Basketball 8th
Nathaniel Carrara	Garrison Middle School	Head Girls Basketball 8th Grade
Amber Davin	Garrison Middle School	Assistant Girls Basketball 7th
To Be Determined	Sharpstein Elementary	Girls Basketball
Ashley Estrada	Edison Elementary	Girls Basketball
Nathan Ferraro	Garrison Middle School	Head Girls Basketball 7th Grade
Ruben Garanzuay	Garrison Middle School	Girls Basketball 6th Grade
Pablo Grimaldi	Garrison Middle School	Head Wrestling 8th grade
Lenna Henry	Walla Walla High School	Athletic Events Coordinator Winter
Yaneth Hernandez	Garrison Middle School	Girls Basketball 6th Grade
Brendan King	Walla Walla High School	Game Supervision Winter
James Lux	Pioneer Middle School	Head Girls Basketball 8th Grade
Daniel Mears	Pioneer Middle School	Head 8th Grade Wrestling
Ethan Naftzger	Pioneer Middle School	Girls Basketball 6th Grade
Michael Patterson	Prospect Point Elementary	Girls Basketball
Kristin Richard	Pioneer Middle School	Head Girls Basketball 7th Grade
Kristin Richard	Green Park Elementary	Girls Basketball
Donovan Romero	Pioneer Middle School	Head 7th Grade Wrestling
Edwin Romero	Garrison Middle School	Head Wrestling 7th Grade

NON-ATHLETIC EXTRA/CO-CURRICULAR CONTRACTS 2023-2024

<u>Name</u>	<u>School</u>	<u>Assignment</u>
Krystal Ceron	W	Unified Robotics

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## WARRANT SUMMARY

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

As of December 12th, the Board, by a majority vote, does approve for payment those vouchers and electronic transfers included in the following list and described as follow:

Warrant Date	Warrant Number	Fund	Warrant Number	Amount
		<b>General Fund</b>		
11/30/2023	231219	Through	231219	\$ 2,000.00
12/5/2023	231090	Through	231218	\$ 537,722.81
12/5/2023	232400191	Wire Transfer	232400212	\$ 5,701.79
		Wire Transfer		

		<b>Capital Projects</b>		
12/5/2023	230024	Through	230028	\$ 69,112.18
		Through		
		Wire Transfer		
		Wire Transfer		

		<b>ASB</b>		
12/5/2023	230057	Through	230065	\$ 6,173.40
		Through		
		Wire Transfer		
		Wire Transfer		

		<b>Transportation Vehicle</b>		
		Through		
		Through		
		Wire Transfer		
		Wire Transfer		

		<b>Payroll</b>		
11/30/2023	231043	Through	231089	\$ 2,217,204.73
11/30/2023	1400001	Wire Transfer	1401097	\$ 3,779,263.07
11/30/2023	NA	Payroll Taxes	NA	\$ 1,261,210.74

<b>TOTAL:</b>	<b>\$ 7,878,388.72</b>
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**SCHOOL BOARD PRESIDENT:**

**SECRETARY OF THE BOARD:**

\_\_\_\_\_  
Derek Sarley

\_\_\_\_\_  
Dr. Wade Smith, Superintendent

# Committee For and Against appointment form

Name of Jurisdiction/Proposition No: Walla Walla School District No. 140  
Capital Projects Levy to Update Outdoor Athletic and Activity Facilities

Jurisdiction Contact Name: Dr. Wade Smith, Superintendent of Walla Walla Public Schools

Email: wsmith@wwps.org Phone: 509-526-6714

## Jurisdiction's Responsibility:

- Return this completed form to the Walla Walla County Elections Office on or before the resolution submission deadline
- Provide committee members with statement submission requirements and deadlines
- Ensure committee member contact information on the form is correct

Questions? Call (509) 524-2530 or email [elections@co.walla-walla.wa.us](mailto:elections@co.walla-walla.wa.us).

**Note:** The committee spokesperson is responsible for contact with the Voter's Pamphlet coordinator on behalf of the committee. All committee members' names will be printed in the voter's pamphlet, however, only the contact information listed under the spokesperson will be included in the pamphlet.

Committee For the Proposition
<b>Committee Spokesperson</b>
Name: Lawson Knight
Email: lawsonfknight@gmail.com
Phone: 509-386-1295
Website: <a href="http://www.yesforwallawallaschools.org/">http://www.yesforwallawallaschools.org/</a>
Name of Committee: Yes For Walla Walla Schools
<b>Committee Member</b>
Name: Robert King
<b>Committee Member</b>
Name: Kathy Utschinski

Committee Against the Proposition
<b>Committee Spokesperson</b>
Name:
Email:
Phone:
Website:
Name of Committee:
<b>Committee Member</b>
Name:
<b>Committee Member</b>
Name:

# Committee For and Against appointment form

Name of Jurisdiction/Proposition No: Walla Walla School District No. 140  
Replacement of Expiring Educational Programs & Operations Levy

Jurisdiction Contact Name: Dr. Wade Smith, Superintendent of Walla Walla Public Schools

Email: wsmith@wwps.org Phone: 509-526-6714

## Jurisdiction's Responsibility:

- Return this completed form to the Walla Walla County Elections Office on or before the resolution submission deadline
- Provide committee members with statement submission requirements and deadlines
- Ensure committee member contact information on the form is correct

Questions? Call (509) 524-2530 or email [elections@co.walla-walla.wa.us](mailto:elections@co.walla-walla.wa.us).

**Note:** The committee spokesperson is responsible for contact with the Voter's Pamphlet coordinator on behalf of the committee. All committee members' names will be printed in the voter's pamphlet, however, only the contact information listed under the spokesperson will be included in the pamphlet.

Committee For the Proposition	
<b>Committee Spokesperson</b>	
Name:	Lawson Knight
Email:	lawsonfknight@gmail.com
Phone:	509-386-1295
Website:	<a href="http://www.yesforwallawallaschools.org/">http://www.yesforwallawallaschools.org/</a>
Name of Committee:	Yes For Walla Walla Schools
<b>Committee Member</b>	
Name:	Robert King
<b>Committee Member</b>	
Name:	Kathy Utschinski

Committee Against the Proposition	
<b>Committee Spokesperson</b>	
Name:	
Email:	
Phone:	
Website:	
Name of Committee:	
<b>Committee Member</b>	
Name:	
<b>Committee Member</b>	
Name:	

**BOARD OF DIRECTORS**  
**Regular Business Meeting – 5:30 p.m.**  
**November 21, 2023**  
**WWPS Administration Building / 364 S. Park Street**

**PRESENT**

**BOARD OF DIRECTORS**

Derek Sarley, President  
Kathy Mulkerin, Vice President  
Ruth Ladderud  
Eric Rindal  
Terri Trick  
Hailey Thrall, Student Board  
Representative

**ADMINISTRATORS**

Dr. Wade Smith, Superintendent  
Chris Gardea, Assistant Superintendent  
Janette Jeffris, Director of Fiscal Services  
Dr. Julie Perron, Director of Equity & Dual Programs

**AUDIENCE**

Including board members, administrators and guests, approximately 80 were in attendance.

**I. CALL TO ORDER**

The meeting was called to order in the administration building Anne Golden Boardroom at 5:30 p.m. by President Derek Sarley.

**II. FLAG SALUTE**

The flag salute and pledge of allegiance was led by Director Terri Trick.

**III. ROLL CALL**

All board members were present.

**IV. APPROVAL OF AGENDA**

Motion by Ruth Ladderud and seconded by Kathy Mulkerin to approve the agenda as presented; the motion carried unanimously.

**V. CONSENT AGENDA**

Motion by Kathy Mulkerin and seconded by Ruth Ladderud to approve the consent agenda consisting of the following items: 1) personnel report; 2) non-athletic extra & co-curricular contracts; 3) November 21 accounts payable; 4) September financial report; 5) October financial report; 6) special meeting minutes of November 7, 2023; 7) regular study meeting minutes of November 7, 2023; and 8) special meeting minutes of November 9, 2023. The motion carried unanimously.

**VI. SPECIAL PROGRAMS/INTRODUCTIONS/ANNOUNCEMENTS**

**Building Belonging Recognition:** Director of Equity and Dual Programs Dr. Julie Perron presented Building Belonging awards to Garrison Middle School's Social and Emotional Learning Team and Principal Advisory Council students and the Walla Walla Center for Children & Families' Aline Raber. Dr. Perron noted this board level recognition is awarded to staff and/or students who demonstrate a commitment in building a sense of belonging.

**Recognition of High School State Champions:** Dr. Smith & board members honored students and their coaches of the Wa-Hi Slow Pitch Softball Team. The team placed third in the 2023 WIAA tournament.

**VII. ASSOCIATED STUDENT BODY STUDENT REPRESENTATIVE REPORT**

ASB President Finley Reed reported on student activities at Walla Walla High School.

**VIII. CITIZENS' COMMENTS**

Public comment was received by two individuals.

**IX. REPORTS**

**Board of Directors Report:** The Board members shared of events and activities in which they participated or attended since the last Board meeting, noting ASB activities, Washington State School Directors Association Annual Conference, Wa-Hi's fall Drama production and Veterans Day assembly, and a school visit.

**Superintendent's Report:** Superintendent Dr. Wade Smith commended those involved with the fall Drama performance, noted recent meetings with representatives from the Bill & Melinda Gates Foundation, Climate Action student advisory group and representatives from the Walla Walla Community College/Teacher Pathway Program, and also noted November enrollment is 5395 FTE.

**Monthly Financial Dashboard Report:** Director of Fiscal Services Janette Jeffris provided a review of revenues, expenditures and ending fund balance.

**Student Representative Appointment:** Director Kathy Mulkerin reported on the proposed appointment of the school board's second student representative. The new student representative will begin their term on December 12 when they will be officially sworn into their new role. The student members contribute to board discussion by providing student insight and perspective, serve as a liaison for the associated student body, and report to students about the work of the board and district activities. Director Mulkerin reported the board received eleven applications for student board representative and interviewed six students.

**Policies First Reading:** Dr. Smith presented the following policies for first reading.

- 1400 Meeting Conduct, Order of Business, and Quorum
- 1610 Conflicts of Interest
- 2190 Highly Capable Programs
- 2230 Transition to Kindergarten Program
- 6215 Expense Claim Certification and Approval
- 6217 Electronic Funds Transfer
- 6530 Insurance
- 6550 Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAs)
- 6700 Nutrition, Health, and Physical Education

**X. ACTION ITEMS**

**Student Representative Appointment:** Motion by Kathy Mulkerin and seconded by Terri Trick to approve the appointment of Walla Walla High School student Eva Maxwell as student board representative; the motion carried unanimously.

**XI. ADJOURNMENT**

President Sarley declared the meeting adjourned at 6:18 p.m.

Minutes to be presented for board approval on December 12, 2023.

**APPROVED:**


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Dr. Wade Smith, Superintendent  
and Secretary of the Board  
- Susie Golden, Recorder

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Derek Sarley  
School Board President

## ~ CITIZENS' COMMENTS ~

We welcome your comments and questions during the time set aside in regular business meetings for citizens' comments. Attendees sign up to provide public comment using the sign-in form in the boardroom prior to the start of the Citizens' Comments period of the meeting.

### Citizens' Comment Script:

This is the time in the meeting we welcome citizens to come forward and offer public comment, ask questions, or provide recommendations for educational improvement. Per Board policy we typically refrain from providing responses following public comments, and will ensure follow up is made if requested and necessary.

We also ask that you adhere to the following guidelines:

- State your name.
- Keep your comments brief and to the point, with a **three-minute time limit**.
- Do not reflect adversely on the political or economic view, ethnic background, character, or motives of any individual.
- If you have a specific complaint about an individual employee, it must be addressed through the Superintendent's office and not in this setting.

At this time, please come forward if you wish to address the board.

01/03/2022



# 2024-2026 Academic School Calendars

12

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STAFF AND COMMUNITY INPUT PROCESS AND IDENTIFICATION



**Walla Walla Public Schools**

Developing Washington's Most Sought-After Graduates

# Objectives

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- Deliver Calendar Committee's recommendation for the 2024-25 and 2025-26 school years.
- Review Calendar Committee process used to arrive at the recommendation.
- Share calendar advantages and feedback

# School calendar timeline

Date	Description
9/6/2023	District Leadership Calendar Meeting <ul style="list-style-type: none"> <li>• Overview</li> <li>• Committee Membership</li> <li>• Process</li> </ul>
9/27/2023	School Calendar Meeting
10/5/2023	Launch School Calendar Survey <ul style="list-style-type: none"> <li>• All employee groups</li> </ul>
10/12/2023	Staff Calendar Survey Closed
10/25/2023	District Leadership Calendar Meeting <ul style="list-style-type: none"> <li>• Review results and finalize agenda</li> </ul>
11/2/2023	School Calendar Meeting <ul style="list-style-type: none"> <li>• Share Staff Survey Results</li> <li>• Identify Options to consider</li> </ul>
11/6/2023	District Leadership Meeting <ul style="list-style-type: none"> <li>• Finalize Options for Calendar Committee to consider and finalize agenda</li> </ul>
11/8/2023	School Calendar Meeting
11/27-11/29	School Calendar Input Sessions <ul style="list-style-type: none"> <li>• 10 School site input sessions</li> <li>• 2 Community/Staff input sessions</li> </ul>
11/30/2023	School Calendar Meeting <ul style="list-style-type: none"> <li>• Review information from input sessions and finalize recommendation</li> </ul>
11/30 – 12/5	Association Ratification on Calendar Recommendation
12/12/2023	Board Recommendation

# How were these options created?

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- All staff were asked to complete a preliminary Calendar Survey.
- Responses were taken into consideration when drafting calendars to ensure they were conducive to the academic needs of our students.
- The committee developed Calendar Options based on input that meet State requirements, OSPI guidance, and incorporated staff input.

# What are the State requirements?

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## RCW 28A.150.220

(2) Beginning with the 2015-16 school year, each school district shall make available to students instructional hour offerings of at least a district-wide average 1,080 hours in grades nine through 12, and at least a district-wide average 1,000 hours in grades one through eight. The district calculation for compliance may be made as a district-wide annual average over grades one through 12. This equates to a district-wide annual average 1,027 instructional hours. Districts need to provide at least 1,000 hours in Kindergarten.

(5)(a) - Each school district's kindergarten through twelfth grade basic educational program shall be accessible to all students who are five years of age, as provided by RCW [28A.225.160](#), and less than twenty-one years of age and shall consist of a minimum of **one hundred eighty school days per school year** in such grades as are conducted by a school district, and one hundred eighty half-days of instruction, or equivalent, in kindergarten, to be increased to a minimum of one hundred eighty school days per school year according to the implementation schedule under RCW [28A.150.315](#).

(5)(b) - Schools administering the Washington kindergarten inventory of developing skills may use up to **three school days** at the beginning of the school year to meet with parents and families as required in the parent involvement component of the inventory.

(5)(c) - In the case of students who are graduating from high school, a school district may schedule the **last five school days** of the one hundred eighty day school year for noninstructional purposes including, but not limited to, the observance of graduation and early release from school upon the request of a student.

## WAC 180-18-050

Allows a district seeking a waiver of **no more than five days**, solely for the purpose of parent-teacher conference days, to do so following notification of the request to OSPI. WWPS has been granted waiver for two days for parent teacher conferences.

# Why did all of the draft options start before Labor Day?

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The academic advantages for starting before Labor Day significantly outweighed the advantages for starting after based on the staff survey results.

- Provides more instructional days before required testing.
- Academic Calendar better aligns with State and AP testing.
- Students tend to be less engaged and attendance wanes the further we go in June.
- Possible alignment of semesters with winter break (when start time is 2 or more weeks before Labor Day)

# 2024-25 & 2025-26 Academic Calendar Recommendation

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Starts: Third week of August

Ends: First week of June

Winter Break: 2 Weeks

Built in Snow Days(and possible air quality days): 2

Semester 1 – Ends before Winter Break



# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2024 | 2025 CALENDAR

View calendar online at [www.wfps.org](http://www.wfps.org)

### RECOMMENDATION

JULY 2024					AUGUST 2024					SEPTEMBER 2024					OCTOBER 2024				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5				1	2	2	3	4	5	6		1	2	3	4
8	9	10	11	12	5	6	7	8	9	9	10	11	12	13	7	8	9	10	11
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20	14	15	16	17	18
22	23	24	25	26	19	20	21	22	23	23	24	25	26	27	21	22	23	24	25
29	30	31			26	27	28	29	30	30					28	29	30	31	

21.....First day of school (1st-12th)  
 26.....First day of school (KG/PS)  
 30.....No School - All students - Fair kids day

2.....No School - All students - Labor Day  
 20.....Early Dismissal - TK-12  
 26-27..No School - All students - Conferences

4.....No School - All students - Prof. day

NOVEMBER 2024					DECEMBER 2024					JANUARY 2025					FEBRUARY 2025				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				1	2	3	4	5	6		1	2	3	3	4	5	6	7	
4	5	6	7	8	9	10	11	12	13	6	7	8	9	10	10	11	12	13	14
11	12	13	14	15	16	17	18	19	20	13	14	15	16	17	17	18	19	20	21
18	19	20	21	22	23	24	25	26	27	20	21	22	23	24	24	25	26	27	28
25	26	27	28	29	30	31				27	28	29	30	31					

1.....Early Dismissal - TK-12  
 11.....No School - Veterans Day  
 27.....Early Dismissal - TK-12  
 28-29..No School - Thanksgiving Break

20.....End of Semester 1 (80 Days)  
 23-3.....No School - Winter break

1-3.....No School - Winter break  
 17.....Early Dismissal - TK-12  
 20.....No School - Martin Luther King Jr. Day

7.....Early Dismissal - TK-12  
 13-14..No School - All students - Conferences  
 17.....No School - Presidents Day

MARCH 2025					APRIL 2025					MAY 2025					JUNE 2025				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				7		1	2	3	4			1	2	2	3	4	5	6	
10	11	12	13	14	7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
17	18	19	20	21	14	15	16	17	18	12	13	14	15	16	16	17	18	19	20
24	25	26	27	28	21	22	23	24	25	19	20	21	22	23	23	24	25	26	27
31					28	29	30			26	27	28	29	30	30				

7.....Early Dismissal - TK-12  
 21.....No School - Possible Snow Day

7-11...No School - Spring Break  
 28.....Early Dismissal - TK-12

9.....No School - Possible Snow Day  
 26.....No School - Memorial Day  
 30.....Early Dismissal - K-5 report card prep

6.....Early Dismissal All/last day of school  
 6.....End of Semester 2 (98 Days)



# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2025 | 2026 CALENDAR

View calendar online at [www.wfps.org](http://www.wfps.org)

### RECOMMENDATION

JULY 2025					AUGUST 2025					SEPTEMBER 2025					OCTOBER 2025				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
	1	2	3	4					1	1	2	3	4	5			1	2	3
7	8	9	10	11	4	5	6	7	8	8	9	10	11	12	6	7	8	9	10
14	15	16	17	18	11	12	13	14	15	15	16	17	18	19	13	14	15	16	17
21	22	23	24	25	18	19	20	21	22	22	23	24	25	26	20	21	22	23	24
28	29	30	31		25	26	27	28	29	29	30				27	28	29	30	31

20.....First day of school (1st-12th)  
 25.....First day of school (KG/PS)  
 29.....No School - All students - Fair kids day

20.....First day of school (1st-12th)  
 19.....Early Dismissal - TK-12  
 29.....No School - All students - Fair kids day

1.....No School - All students - Labor Day  
 19.....Early Dismissal - TK-12  
 25-26..No School - All students - Conferences

3.....No School - All students - Prof. day

NOVEMBER 2025					DECEMBER 2025					JANUARY 2026					FEBRUARY 2026				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				7	1	2	3	4	5			1	2	2	3	4	5	6	
10	11	12	13	14	8	9	10	11	12	5	6	7	8	9	9	10	11	12	13
17	18	19	20	21	15	16	17	18	19	12	13	14	15	16	16	17	18	19	20
24	25	26	27	28	22	23	24	25	26	19	20	21	22	23	23	24	25	26	27
					29	30	31			26	27	28	29	30					

7.....Early Dismissal - TK-12  
 11.....No School - Veterans Day  
 26.....Early Dismissal - TK-12  
 27-28..No School - Thanksgiving Break

19.....End of Semester 1 (80 Days)  
 22-2.....No School - Winter break

1-2.....No School - Winter break  
 16.....Early Dismissal - TK-12  
 19.....No School - Martin Luther King Jr. Day

6.....Early Dismissal - TK-12  
 12-13..No School - All students - Conferences  
 16.....No School - Presidents Day

MARCH 2026					APRIL 2026					MAY 2026					JUNE 2026				
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				6										1	1	2	3	4	5
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8	8	9	10	11	12
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15	15	16	17	18	19
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
30	31				27	28	29	30		25	26	27	28	29	29	30			

6.....Early Dismissal - TK-12  
 20.....No School - Possible Snow Day

6-10...No School - Spring Break  
 24.....Early Dismissal - TK-12

8.....No School - Possible Snow Day  
 25.....No School - Memorial Day  
 29.....Early Dismissal - K-5 report card prep

5.....Early Dismissal All/last day of school  
 5.....End of Semester 2 (98 Days)

**LEGEND**

- - No School - K-5
- - No School - All Students
- - Early Dismissal - TK-12
- - Early Dismissal - K-5

Calendar APPROVED 77

**LEGEND**

- - No School - K-5
- - No School - All Students
- - Early Dismissal - TK-12
- - Early Dismissal - K-5

Calendar APPROVED 77

# Questions/Discussions

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# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2024 | 2025 CALENDAR

View calendar online at [www.wwps.org](http://www.wwps.org) <<

# RECOMMENDATION

JULY 2024				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST 2024				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER 2024				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

21.....First day of school (1st-12th)  
 26.....First day of school (KG/PS)  
 30.....No School - All students - Fair kids day

2.....No School - All students - Labor Day  
 20.....Early Dismissal - TK-12  
 26-27..No School - All students - Conferences

4.....No School - All students - Prof. day

NOVEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY 2025				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

1.....Early Dismissal - TK-12  
 11.....No School - Veterans Day  
 27.....Early Dismissal - TK-12  
 28-29..No School - Thanksgiving Break

20.....End of Semester 1 (80 Days)  
 23-3.....No School - Winter break

1-3.....No School - Winter break  
 17.....Early Dismissal - TK-12  
 20.....No School - Martin Luther King Jr. Day

7.....Early Dismissal - TK-12  
 13-14..No School - All students - Conferences  
 17.....No School - Presidents Day

MARCH 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

APRIL 2025				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

MAY 2025				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JUNE 2025				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

7.....Early Dismissal - TK-12  
 21.....No School - Possible Snow Day

7-11....No School - Spring Break  
 25.....Early Dismissal - TK-12

9.....No School - Possible Snow Day  
 26.....No School - Memorial Day  
 30.....Early Dismissal - K-5 report card prep

6.....Early Dismissal All/Last day of school  
 6.....End of Semester 2 (98 Days)

### LEGEND

■ = No School - K-5

■ = No School - All Students

■ = Early Dismissal - TK-12

■ = Early Dismissal - K-5



# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2025 | 2026 CALENDAR

View calendar online at [www.wwps.org](http://www.wwps.org) <<

# RECOMMENDATION

JULY 2025				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST 2025				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER 2025				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

20..... First day of school (1st-12th)  
 25..... First day of school (KG/PS)  
 29..... No School - All students - Fair kids day

1..... No School - All students - Labor Day  
 19..... Early Dismissal - TK-12  
 25-26.. No School - All students - Conferences

3..... No School - All students - Prof. day

NOVEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY 2026				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY 2026				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

7..... Early Dismissal - TK-12  
 11..... No School - Veterans Day  
 26..... Early Dismissal - TK-12  
 27-28.. No School - Thanksgiving Break

19..... End of Semester 1 (80 Days)  
 22-2..... No School - Winter break

1-2..... No School - Winter break  
 16..... Early Dismissal - TK-12  
 19..... No School - Martin Luther King Jr. Day

6..... Early Dismissal - TK-12  
 12-13.. No School - All students - Conferences  
 16..... No School - Presidents Day

MARCH 2026				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL 2026				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY 2026				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE 2026				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

6..... Early Dismissal - TK-12  
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5..... Early Dismissal All/Last day of school  
 5..... End of Semester 2 (98 Days)

### LEGEND

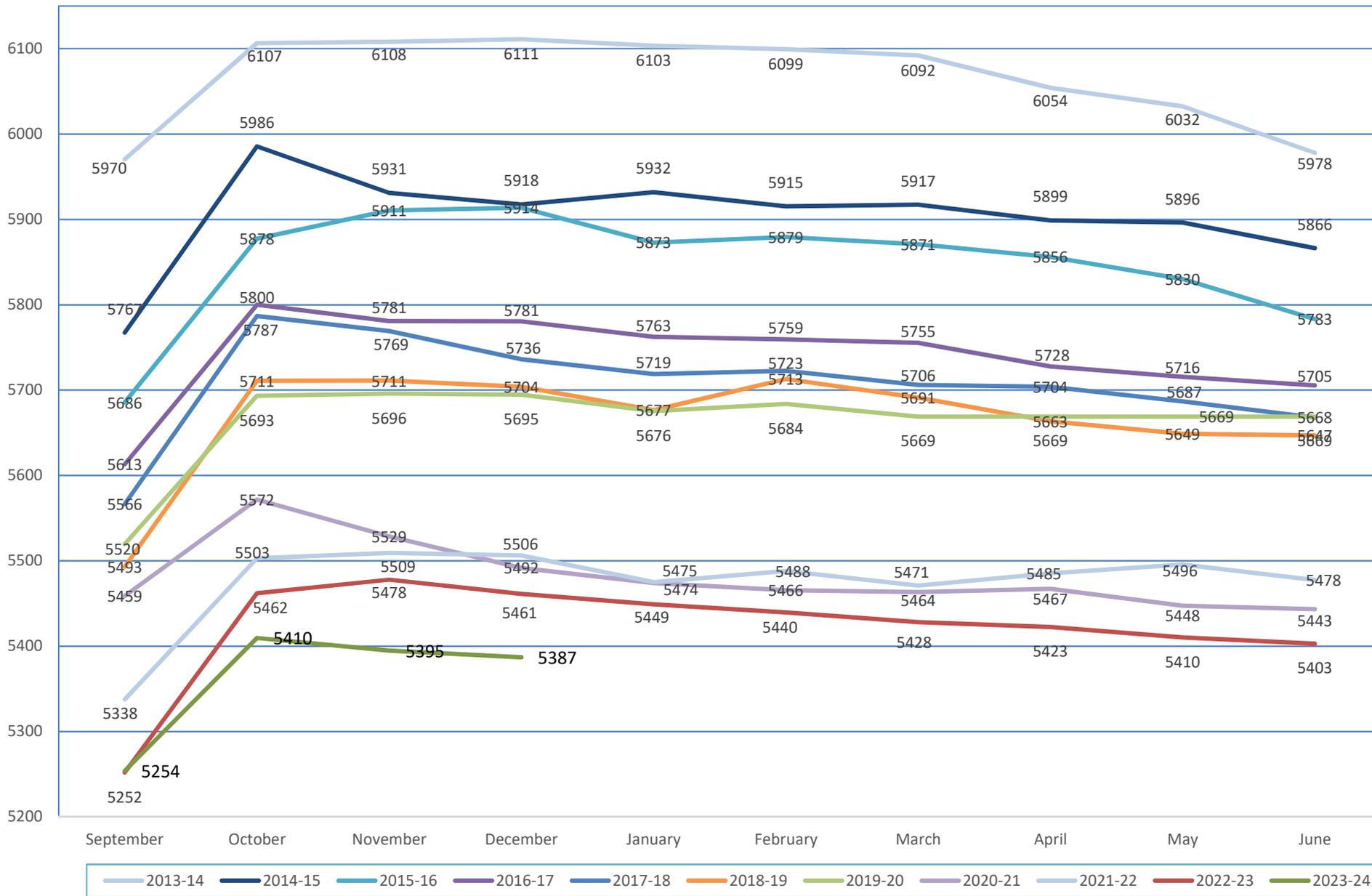
■ = No School - K-5

■ = No School - All Students

■ = Early Dismissal - TK-12

■ = Early Dismissal - K-5

WWPS Enrollment Trends: 2013 to Present Student FTE Counts



Target Avg Class Size

	24		25		27		27		28		28		TOTALS
2023-2024	Kindergarten		First		Second		Third		Fourth		Fifth		
<b>Berney</b>	Hubbard, K	16	Fisbeck, J	24	Kearbey, K	27	Baker, T	21	Bona, A	23	Holbrook, J	25	
	Brown, A	18	Morrison, S	24	Parodi, D	25	Gonzales, C	21	Diaz Madrigal, A	22	Clearman, D	25	
	Davenport, K	18					Davin, M	22	Hartelius, S	25	James, I	24	
Behavior Prg K-5	Merrill, L		Merrill, L	1	Merrill, L		Merrill, L	1	Merrill, L	1	Merrill, L	2	
<b>SECTIONS</b>	<b>16</b>	52		48		52		64		70		74	360
slots available	20		2		2		17		14		10		Ratio 23
<b>Edison</b>	Espinosa, M	21	Maycumber, Y	17	Hobbs, S	20	Aceves, J	22	Ledesma, M	26	Ochoa, F	23	
	Helm, E	21	Phillips, L	18	Parsons, S	18	Lopez, J	24	Reed, J	25	Solis, C	26	
	Matson, E	20	Moreno, J	18	Williams, N	21	Estrada, A	23	Schafer, J	25	Solis Martinez, V	26	
	Valencia, A	21	Berumen, B	18	Saldivar, C	21							
<b>SECTIONS</b>	<b>21</b>	83		71		80		69		76		75	454
slots available*	1		13		4		12		8		9		Ratio 22
<b>Green Park</b>	Bahena-Flores, R	25	Garanzuay, P	23	Salazar, I	22	Contreras, A	25	Esquivel, T	19	Maya, J	24	
	Lopez, M	24	Garcia, A	23	Chavez, R	21	Boeckman, R	27	Mora, G	18	Ambler, D	26	
	Lamanna, S	23	Collins, A	19	Shuler, A	23	Gregoire, L	25	Johnson, M	26	Lux, J	26	
	Katsel, E	21	Holgate, M	20	Real, D	21			Tobin, J	27			
Lifeskills Program	Angotti, E	3	Angotti, E		Angotti, E		Angotti, E		Angotti, E	2	Angotti, E	2	
	Goble, E		Goble, E		Goble, E	6	Goble, E		Goble, E		Goble, E		
<b>SECTIONS</b>	<b>22</b>	93		85		87		77		90		76	508
slots available	3		15		21		4		22		8		Ratio 23
<b>Prospect Point</b>	Ferraro, Amber	16	Hanson, K	21	Baldwin, W	18	McFetridge, M	19	Taylor, L	26	Mahan, L	27	
	Heinzman, A	15	James, L	19	Hudec, H	15	Jausoro, D	19	Watson, K	25	Parodi, D	27	
	Kaup Rose, S	15	Humphreys, S	19	Paul, M	17	Kuhlmann, K	20	Prull, V	23	Ambler, C	27	
	Wilson, B	15	Pederson, R	19	Babbitt, H	19	Reese, N	20			Pegel, G	27	
<b>SECTIONS</b>	<b>23</b>	61		78		69		78		74		108	468
slots available*	35		22		39		30		10		4		Ratio 20
<b>Sharpstein</b>	Cantero, H	17	Russell, J	15	Griffith, R	23	Gillin, L	18	Shirley, C	21	Keyes, K	21	
	Wilson, H	16	Locati, R	18	Berg, L	26	Hutchinson, D	19	Mendoza, L	21	James, J	20	
	Pekar, K	17	Ruvalcaba, G	19			Villanueva, S	16	Woiblet, B	21	VanDonge, B	20	
Developmental Prog	Stimmel, M	4	Stimmel, M	6	Stimmel, M	0	Stimmel, M	0					
Autism Program	Osterhout, L	2	Osterhout, L	1	Osterhout, L	3	Osterhout, L	6	Osterhout, L		Osterhout, L	2	
<b>SECTIONS</b>	<b>17</b>	50		52		49		53		63		61	328
slots available	18		17		5		28		21		23		Ratio 19
<b>WW Online/Homelink</b>		5		5		4		11		5		10	
		5		5		4		11		5		10	40
slots available													
<b>TOT SLOTS AVAIL</b>	77		69		71		91		75		54		
<b>GRADE LVL TOTAL</b>		339		334		337		341		373		394	2118
<b>GRADE LVL SECTNS</b>	18		17		16		16		16		16		
<b>AVERAGE LOADS</b>		18.06		18.88		20.25		20.19		22.81		23.63	
<b>TOTAL SC SPED</b>		9		8		9		7		3		6	42
<b>TOTAL ENROLLED</b>		353		347		350		359		381		410	2200

Dual classes

**MONTHLY REVENUE REPORT**

MONTH	LOCAL TAXES	LOCAL NONTAX	STATE GEN PURP	FED GEN PURP	FED SPEC PURP	REV (SD)	REV (OTHER)	TOTAL PROJ.	TOTAL ACT.	VARIANCE	
SEP PROJECTED	\$ 239,300	\$ 61,362	\$ 6,233,067	\$ 6,378	\$ 190,047	\$ 11,416	\$ -	\$ 6,741,570		\$ 144,687	2.15%
SEP ACTUAL	\$ 174,438	\$ 65,619	\$ 6,152,523	\$ 3,137	\$ 483,835	\$ 6,704			\$ 6,886,256	\$ 144,687	YTD
OCT PROJECTED	\$ 3,725,622	\$ 69,056	\$ 5,827,709	\$ 6,378	\$ 390,047	\$ 11,416	\$ -	\$ 10,030,228		\$ 400,979	4.00%
OCT ACTUAL	\$ 3,913,046	\$ 111,506	\$ 5,736,771	\$ 6,702	\$ 657,042	\$ 6,141			\$ 10,431,207	\$ 545,666	YTD
NOV PROJECTED	\$ 579,594	\$ 215,200	\$ 4,132,593	\$ 6,378	\$ 1,580,606	\$ 11,416	\$ -	\$ 6,525,787			0.00%
NOV ACTUAL									\$ -	\$ 545,666	YTD
DEC PROJECTED	\$ 46,522	\$ 53,137	\$ 6,526,531	\$ 6,378	\$ 1,169,330	\$ 11,416	\$ -	\$ 7,813,314			0.00%
DEC ACTUAL									\$ -	\$ 545,666	YTD
JAN PROJECTED	\$ 23,222	\$ 51,928	\$ 6,068,997	\$ 6,378	\$ 1,159,764	\$ 11,416	\$ -	\$ 7,321,705			0.00%
JAN ACTUAL									\$ -	\$ 545,666	YTD
FEB PROJECTED	\$ 192,266	\$ 45,473	\$ 6,415,279	\$ 6,569	\$ 1,108,764	\$ 11,416	\$ -	\$ 7,779,767			0.00%
FEB ACTUAL									\$ -	\$ 545,666	YTD
MAR PROJECTED	\$ 1,257,520	\$ 120,000	\$ 6,354,279	\$ 6,569	\$ 1,060,764	\$ 11,416	\$ -	\$ 8,810,548			0.00%
MAR ACTUAL									\$ -	\$ 545,666	YTD
APR PROJECTED	\$ 4,533,955	\$ 20,000	\$ 7,027,333	\$ 6,569	\$ 1,107,598	\$ 11,416	\$ -	\$ 12,706,871			0.00%
APR ACTUAL									\$ -	\$ 545,666	YTD
MAY PROJECTED	\$ 905,357	\$ 46,000	\$ 4,099,922	\$ 6,569	\$ 1,165,764	\$ 11,416	\$ -	\$ 6,235,028			0.00%
MAY ACTUAL									\$ -	\$ 545,666	YTD
JUN PROJECTED	\$ 55,257	\$ 98,520	\$ 4,321,492	\$ 6,569	\$ 1,154,764	\$ 11,416	\$ -	\$ 5,648,018			0.00%
JUN ACTUAL									\$ -	\$ 545,666	YTD
JUL PROJECTED	\$ 40,591	\$ 167,532	\$ 9,128,250	\$ 6,569	\$ 1,060,951	\$ 11,416	\$ -	\$ 10,415,309			0.00%
JUL ACTUAL									\$ -	\$ 545,666	28.00% YTD
AUG PROJECTED	\$ 105,768	\$ 334,792	\$ 7,306,979	\$ 3,285	\$ 1,915,544	\$ 11,416	\$ -	\$ 9,677,784			0.00%
AUG ACTUAL									\$ -	\$ 545,666	YTD
<b>Total Projected</b>	<b>\$ 11,704,974</b>	<b>\$ 1,283,000</b>	<b>\$ 73,442,431</b>	<b>\$ 74,586</b>	<b>\$ 13,063,943</b>	<b>\$ 136,992</b>	<b>\$ -</b>	<b>\$ 99,705,926</b>			
<b>Adopted Budget</b>	<b>\$ 11,719,978</b>	<b>\$ 1,283,000</b>	<b>\$ 74,002,436</b>	<b>\$ 66,000</b>	<b>\$ 13,870,922</b>	<b>\$ 137,000</b>	<b>\$ -</b>	<b>\$ 101,079,336</b>			
<b>Variance</b>	<b>\$ (15,004)</b>	<b>\$ -</b>	<b>\$ (560,005)</b>	<b>\$ 8,586</b>	<b>\$ (806,979)</b>	<b>\$ (8)</b>	<b>\$ -</b>	<b>\$ (1,373,410)</b>			
TOTAL ACTUAL	\$ 4,087,484	\$ 177,124	\$ 11,889,294	\$ 9,839	\$ 1,140,877	\$ 12,845	\$ -	\$ 17,317,463	<b>FORECAST ACTUAL</b>	\$	<b>100,251,592</b>
% collected to PRO	34.92%	13.81%	16.19%	13.19%	8.73%	9.38%	#DIV/0!	17.37%			

**NOTES:**

<b>LEGEND</b>	Above or within 2.00% of projection	Between 2.01% & 5.00% below	Below 5.01% of projection
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## MONTHLY EXPENDITURE REPORT

MONTH	PROJ. P/R	ACTUAL P/R	PROJ. A/P	ACTUAL A/P	TOTAL	VARIANCE
SEPTEMBER PROJECTED	\$ 6,310,008		\$ 2,605,100		\$ 8,915,108 MONTHLY	\$ (436,705) -4.90%
SEPTEMBER ACTUAL		\$ 6,259,132		\$ 2,219,270	\$ 8,478,403 YTD	\$ (436,705) -4.90%
OCTOBER PROJECTED	\$ 6,504,543		\$ 1,487,525		\$ 7,992,068 MONTHLY	\$ (4,820) -0.06%
OCTOBER ACTUAL		\$ 6,407,832		\$ 1,579,416	\$ 7,987,248 YTD	\$ (441,525) -2.61%
NOVEMBER PROJECTED	\$ 7,339,544		\$ 1,315,841		\$ 8,655,384 MONTHLY	\$ (441,525) 0.00%
NOVEMBER ACTUAL					\$ - YTD	\$ (441,525) -1.73%
DECEMBER PROJECTED	\$ 6,499,974		\$ 1,586,515		\$ 8,086,489 MONTHLY	\$ (441,525) 0.00%
DECEMBER ACTUAL					\$ - YTD	\$ (441,525) -1.31%
JANUARY PROJECTED	\$ 6,462,273		\$ 1,253,297		\$ 7,715,569 MONTHLY	\$ (441,525) 0.00%
JANUARY ACTUAL					\$ - YTD	\$ (441,525) -1.07%
FEBRUARY PROJECTED	\$ 6,590,874		\$ 1,656,436		\$ 8,247,310 MONTHLY	\$ (441,525) 0.00%
FEBRUARY ACTUAL					\$ - YTD	\$ (441,525) -0.89%
MARCH PROJECTED	\$ 6,608,501		\$ 1,227,966		\$ 7,836,466 MONTHLY	\$ (441,525) 0.00%
MARCH ACTUAL					\$ - YTD	\$ (441,525) -0.77%
APRIL PROJECTED	\$ 6,382,579		\$ 1,309,550		\$ 7,692,129 MONTHLY	\$ (441,525) 0.00%
APRIL ACTUAL					\$ - YTD	\$ (441,525) -0.68%
MAY PROJECTED	\$ 7,042,214		\$ 1,213,766		\$ 8,255,980 MONTHLY	\$ (441,525) 0.00%
MAY ACTUAL					\$ - YTD	\$ (441,525) -0.60%
JUNE PROJECTED	\$ 6,659,554		\$ 1,449,827		\$ 8,109,381 MONTHLY	\$ (441,525) 0.00%
JUNE ACTUAL					\$ - YTD	\$ (441,525) -0.54%
JULY PROJECTED	\$ 6,966,442		\$ 1,142,256		\$ 8,108,698 MONTHLY	\$ (441,525) 0.00%
JULY ACTUAL					\$ - YTD	\$ (441,525) -0.49%
AUGUST PROJECTED	\$ 6,754,740		\$ 3,118,380		\$ 9,873,120 MONTHLY	\$ (441,525) 0.00%
AUGUST ACTUAL					\$ - YTD	\$ (441,525) -0.44%
TOTAL PROJECTED	\$ 80,121,244		\$ 19,366,458		\$ 99,487,702	
ADOPTED BUDGET	\$ 80,229,529		\$ 20,855,645		\$ 101,085,174	
VARIANCE	\$ 108,285		\$ 1,489,187		\$ 1,597,472	
TOTAL ACTUAL		\$ 12,666,965		\$ 3,798,686	\$ 16,465,651	<b>FORECAST ACT \$ 99,046,177</b>
% spent to projected		15.81%		19.61%	16.55%	
Notes:						
<b>LEGEND</b>	<b>Below or within 2.00%</b>	<b>Between 2.01% &amp; 5.00% above</b>			<b>Above 5.01% of projection</b>	

## MONTHLY ENDING FUND BALANCE REPORT

DATE		Revenue	Expenditure	Ending Fund Balance	Variance		EFB Monthly Projection for Year End
Beginning Fund Balance (Projected)				\$ 9,300,000			
Beginning Fund Balance (Actual)				\$ 10,644,524			
September	PROJECTED	\$ 6,741,570	\$ 8,915,108	\$ 7,126,462			11.50%
	ACTUAL	\$ 6,886,256	\$ 8,478,403	\$ 9,052,378	\$ 1,925,916	27.02%	
October	PROJECTED	\$ 10,030,228	\$ 7,992,068	\$ 9,164,622			13.34%
	ACTUAL	\$ 10,431,207	\$ 7,987,248	\$ 11,496,337	\$ 2,331,715	25.44%	
November	PROJECTED	\$ 6,525,787	\$ 8,655,384	\$ 7,035,024			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
December	PROJECTED	\$ 7,813,314	\$ 8,086,489	\$ 6,761,849			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
January	PROJECTED	\$ 7,321,705	\$ 7,715,569	\$ 6,367,984			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
February	PROJECTED	\$ 7,779,767	\$ 8,247,310	\$ 5,900,441			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
March	PROJECTED	\$ 8,810,548	\$ 7,836,466	\$ 6,874,523			27
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
April	PROJECTED	\$ 12,706,871	\$ 7,692,129	\$ 11,889,265			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
May	PROJECTED	\$ 6,235,028	\$ 8,255,980	\$ 9,868,313			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
June	PROJECTED	\$ 5,648,018	\$ 8,109,381	\$ 7,406,950			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
July	PROJECTED	\$ 10,415,309	\$ 8,108,698	\$ 9,713,560			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
August	PROJECTED	\$ 9,677,784	\$ 9,873,120	\$ 9,518,224			
	ACTUAL	\$ -	\$ -	\$ 11,496,337			
<b>PRELIMINARY PROJECTED EFB</b>		<b>\$ 99,705,926</b>	<b>\$ 99,487,702</b>	<b>\$ 9,518,224</b>			9.49%
<b>ACTUALS TO DATE</b>		<b>\$ 17,317,463</b>	<b>\$ 16,465,651</b>				
<b>FORECASTED ACTUALS*</b>		<b>\$100,251,592</b>	<b>\$99,046,177</b>	<b>\$11,049,940</b>	<b>YEAR END PROJECTION</b>		11.16%
<b>Monthly Variance</b>	<b>Above or within 2.00% of projection</b>		<b>Between 2.01% &amp; 5.00% below projection</b>		<b>Below 5.01% of projection</b>		
<b>Yr End Projection</b>	<b>Above 8.00%</b>		<b>Between 6.00% to 7.99%</b>		<b>Below 6.00%</b>		

\*Calculated using actuals through the current month and projected revenue and expenditures for future months. Includes August Maint Res Transfer of \$800K

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

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### MEETING CONDUCT, ORDER OF BUSINESS, AND QUORUM

The board will schedule its meetings in compliance with the law, and as deemed by the board to be in the best interests of the district and community. The board will function through (1) regular meetings, (2) special meetings, and (3) emergency meetings.

#### Regular Meetings: Business and Study Meetings

Annually, on or before August 31, the board will approve and advertise its regular meeting schedule for the upcoming school year. The schedule will identify the times, dates and locations for the board's regular business and study meetings. The board reserves the right to modify such meetings when necessary, provided public notification requirements are met. An agenda of the business that the board will transact will be posted on the district website not less than twenty-four (24) hours in advance of the published start time of the meeting.

If the board intends to hold regular meetings at places or times other than adopted, the board will provide notice of the meeting in the same manner as provided for special meetings. All regular meetings of the board will be held within the district boundaries.

The district will hold remote or physical attendance limited meetings only in cases of emergency declared by federal, state or local government, or in cases of local emergency, fire, flood, earthquake or other emergency, and at such meetings will provide real-time telephonic, electronic, internet or other readily available means of remote access that do not require an additional cost to access the meeting.

#### Special Meetings

Special meetings may be called by the president or at the request of a majority of the board members. A written notice of a special meeting, stating the time and place of the special meeting and the business to be transacted, will be provided to each board member. Written notice will also be delivered to each newspaper and radio or television station that has filed a written request for such notices. Written notice may be delivered personally, by mail, facsimile or email. The notice must be posted on the district's website.

The district must also prominently display the notice at the main entrance of the district's headquarters as well as at the location of the meeting if the meeting is held at a location other than the headquarters. During a declared emergency that prevents a meeting from being held in person with reasonable safety, the district may post notice of a remote meeting without a physical location on the district website, or the website hosted or shared by another agency.

All required notices must be delivered or posted not less than twenty-four (24) hours prior to the meeting.

A board member waives the written notice requirement if that board member:

1. Submits a written waiver of notice to the board secretary at or prior to the time the meeting convenes. The waiver may be given by telegram, fax, or email; or
2. Is actually present at the time the meeting convenes.

## BOARD POLICY

Policy No. 1400

Page 2 of 6

The board will not take final disposition on any matter other than those items stated in the meeting notice. If the district calls a special meeting of the board to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage, or when the required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against, the board may meet immediately with no prior notice.

### Emergency Meetings

If the district determines, by reason of fire, flood, earthquake, or other emergency, that there is a need for expedited action by the board to meet the emergency, the president may provide for a meeting site other than the regular meeting site, for a remote meeting without a physical location, or for a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency. The president may provide for an emergency meeting without providing notice.

If, after the declaration of an emergency by a local or state government or agency, or by the federal government, the district determines that it cannot hold a board meeting with its members or with public attendance in person with reasonable safety because of the emergency, the district will either:

1. Hold a remote meeting without a physical location, or
2. Hold a meeting at which the physical attendance by some or all members of the public is limited due to the declared emergency.

Members of the board may appear at a remote meeting telephonically or by other electronic means that allows for real-time, remote communication.

For a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency, the district must provide an option for the public to listen to the proceedings telephonically or by using a readily available alternative in real-time that does not require any additional cost to access the program.

The district will provide notice for remote meetings or meetings at which the physical attendance by some or all members of the public is limited due to a declared emergency according to this Policy. The notice for meetings pursuant to a declared emergency must include instructions on how the public may listen live to proceedings and how the public may access any other electronic means of remote access offered by the district.

The district will not take final disposition on any matter during a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency unless the district has provided an option for the public to listen to the proceedings, except for an executive session, pursuant to this Policy.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

Page 3 of 6

### Public Notice

The board will give proper public notice for any special meeting or whenever a regular meeting is adjourned to another time. The board may provide notice for an emergency meeting in accordance with this Policy.

All meetings will be open to the public with the exception of executive or closed sessions authorized by law. The board will take final action resulting from executive session discussions during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting, and those who may have difficulty attending a meeting in person due to conditions such as physical mobility limitations, should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, will be the office of the board. The district's public records will be open for inspection in the manner provided by and subject to the limitation of the law.

### Live Video Broadcasting and Recording

In an effort to maximize public viewership and transparency, the board intends to live video broadcast and record all regular business meetings for those interested in viewing remotely or at a later date. Additionally, if spectator capacity or other exigent circumstances warrant, the board may choose to broadcast and record study, special or emergency meetings. Information on how to access the live stream feature and recording, when available, will be included in the public notice.

Effective June 30, 2024, all regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded. Such recordings will be maintained for at least one year. The recording will include the comments of the directors and the comments of members of the public if formal public testimony is accepted at the meeting.

### Quorum and Voting

A quorum consists of the majority of all board members. For school boards with five members, three board members constitute a quorum. A quorum is required for the transaction of business, including voting. Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform that provides real-time verbal communication without being in the same physical location with those in attendance.

Additionally, any meeting held via a communication platform must: 1) include proper notice with any required passwords or authorization codes; 2) be known and accessible to the public; and 3) reasonably accommodate any member of the public who wishes to participate.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

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The board will take no action by secret ballot at any meeting required to be open to the public. The board votes on motions and resolutions as outlined and allowed by Roberts Rules of Order (Revised), Art, VII. However, a majority vote of *all* board members is required to elect or select a superintendent or board officer, or fill a vacancy on the board, and the board must vote on these matters by an oral roll call. The board will vote by an oral roll call whenever required by law.

### Meeting Conduct and Order of Business

The board will conduct all board meetings in a civil, orderly, and business-like manner. The board uses Roberts Rules of Order (Revised) as a guide, except when board bylaws or policies supersede such rules. During board meetings, board members will refrain from communicating electronically (e.g., by e-mail, text, social media) with their fellow board members.

The board will use the agenda to establish its regular order of business. However, either the superintendent or a board member may request additions or changes to the prepared agenda, and the board may adopt a revised agenda or order of business by a majority vote of the board members present. After adoption, motions to amend the agenda require two-thirds or larger majorities to pass. At a special meeting, the board may take final action only on that business contained in the notice of the special meeting.

It is unlawful for any member of the public to knowingly carry onto, or to possess on, any area of a facility being used for official school board meetings, a dangerous weapon, including but not limited to a firearm, “nun-chu-ka sticks,” “throwing stars,” air gun or pistol, stun gun, or other dangerous weapon as listed in RCW 9.41.280. The board will ensure that signs providing notice of the restrictions on possession of firearms and other weapons are posted at facilities being used for official meetings of the board.

### Public Attendance and Comment

Any member of the public may attend board meetings. The board may ask, but will not require people to sign in, complete questionnaires, or establish other conditions for attendance.

The board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. In order to permit fair and orderly expression of public comment, with the exception of emergency situations, the board will provide a period at or before every regular business meeting at which final action is to take place for public comment. During the public comment period, visitors may address the board on any topic within the scope of the board’s responsibility. Public comment may occur orally or through written comments submitted before the meeting. Written comments must adhere to the standards of civility discussed below and must be received by 12:00 noon the day of the board meeting. All written public comments timely submitted will be distributed to each board member.

## BOARD POLICY

Policy No. 1400

Page 5 of 6

The board may structure the oral public comment period, including determining the total time allotted for public comment and equally apportioning the minutes for each speaker. The board is not obligated to provide additional public comment time to accommodate everyone in attendance who wishes to speak. Any structure the board imposes will be content neutral.

The board may require those who wish to speak (but not all attendees) to sign in so that the board has a tally of individuals who wish to speak and can call them forward. When called forward, individuals will identify themselves and proceed to make comments within the time limits established by the board. The Board President may adjust time limits as needed to comply with the agenda. The board is not obligated to respond to questions or challenges made during the public comment period and the board's silence will not signal agreement or endorsement of the speaker's remarks. The board may control the time, place, and manner of public comment. The president may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the board imposes on itself. Examples of uncivil comments include comments that:

- Are libelous or slanderous under a legal standard;
- Are an unwarranted invasion of privacy;
- Are obscene or indecent pursuant to the Federal Communications Act or any rule or regulation of the Federal Communications Commission;
- Violate school district policy or procedure related to harassment, intimidation, or bullying of students, or policy or procedure related to nondiscrimination;
- Incite an unlawful act on school premises or violate a lawful school regulation; or
- Create a material and substantial disruption of the orderly operation of the board meeting.

The board as a whole has the final decision in determining the appropriateness of all such rulings and can maintain order by removing those who are disruptive. However, the board recognizes the distinction between uncivil discourse, which it will not tolerate, and comments about the board, district, and/or staff that are negative yet still civil in nature. The board will exercise its authority to maintain order in a content neutral manner.

In addition to the public comment period during the meeting, the board may identify the agenda items that require or would benefit from additional opportunity for public comment. Individuals or groups who wish to present to the board on an agenda item are encouraged to request and schedule such presentations in advance. Opportunity for public comment—both oral and written—is required before the board adopts or amends a policy that is not expressly or by implication authorized under state or federal law, but which will promote the education of K-12 students, or will promote the effective, efficient, or safe management and operation of the district. Individuals wishing to be heard by the board will first be recognized by the Board President.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

Page 6 of 6

### Cross Reference:

Board Policy 1220	Board Officers and Duties of Board Members
Board Policy 1410	Executive or Closed Sessions
Board Policy 1420	Proposed Agenda and Consent Agenda

### Legal References:

RCW28A.330.020	Certain board elections, manner and vote required – Selection of personnel, manner
RCW 28A.320.040	Bylaws for board and school government
RCW 28A.330.070	Office of board - Records available for public inspection
RCW 28A.343.370	Vacancies
RCW 28A.343.380	Meetings
RCW 28A.343.390	Quorum - Failure to attend meetings
RCW 42.30.030	Meetings declared open and public
RCW 42.30.050	Interruptions - Procedure
RCW 42.30.060	Ordinances, rules, resolutions, regulations, etc., adopted at public meetings – Notice – Secret voting prohibited
RCW 42.30.070	Times and places for meetings – Emergencies - Exception
RCW 42.30.080	Special Meetings
RCW 9.41.280	Possessing dangerous weapons on school facilities — Penalty — Exceptions
42 USC 12101-12213	Americans with Disabilities Act

**Adopted: July 16, 2002**

**Revised: 02.19.2019; 04.19.2022**

**Revised: December 13, 2022**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1610

Page 1 of 2

### CONFLICTS OF INTEREST

Neither a school director nor a district officer (such as the superintendent, assistant superintendent and finance director) may benefit, directly or indirectly, in any contract made by, through, or under the director's or officer's supervision, except as permitted below:

- A. A director or officer may enter into a contract with the district to offer goods or services (except legal services) if the director or officer does not receive more than \$3,000 in any calendar month under the contract. The district will maintain a list of all contracts covered under this paragraph, and the list will be available for the public to inspect and copy.
- B. The spouse of a director or officer may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the district. For a director's or officer's spouse to be employed as a substitute teacher, the superintendent must find that the number of qualified substitute teachers in the district is insufficient to meet the district's anticipated needs, and the superintendent must ensure that substitute teachers are fairly and impartially assigned to available positions.
- C. If a director's or officer's spouse was employed by the district as a classified or certificated employee before the director or officer took office, the spouse's employment contract can be renewed. The terms of the contract must be commensurate with the pay plan or collective bargaining agreement operating in the district for that position.
- D. A director or officer may have a remote interest in a contract. The interest, though, must be disclosed prior to board action and must be recorded in the official minutes. Examples of a remote interest include: they are a nonsalaried officer of a nonprofit corporation, they are an employee or agent of a contracting party where the compensation of such employee or agent consists entirely of fixed wages or salary, they are a landlord or tenant of a contracting party, or they are a holder of less than one percent of the shares of a corporation or cooperative which is a contracting party.

A director may not vote on the authorization, approval, or ratification of a contract in which they are beneficially interested and to which one of the exemptions described above applies. Before the board approves a contract in which a director is beneficially interested, the director must disclose their interest to the board, and the director's interest must be noted in the official minutes.

Before the board approves the employment of a director or a director's or an officer's spouse, the superintendent or designee will inform the board of other individuals who are qualified for and interested in the position(s) to be filled. The district will not discriminate in any way against any applicant for a position or employee based on a family relationship with a director or officer. All employment decisions will be made by choosing the applicant that furthers the best interests of the school district.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1610

Page 2 of 2

Whenever a director or their spouse is employed by the district, the director will refrain from participating in or attempting to influence any board action affecting the employment status of the director or their spouse. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, and considering or imposing discipline and termination.

The superintendent will maintain a log of any contract subject to this policy and will annually, or when a new director assumes office, inform the board of the existence of those contracts.

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### Cross References:

Board Policy 6230 – Relations with Vendors

### Legal References:

RCW 28A.330.240 – Employment contracts

RCW 28A.405.250 - Certificated employees, applicants for certificated position, not to be discriminated against – Right to inspect personnel file

RCW 28A.635.050 - Certain corrupt practices of school officials - Penalty

RCW 42.23.030 - Interest in contracts prohibited--Exceptions

RCW 42.23.040 - Remote interests

**Adopted by the Board: July 16, 2002**

**Revised: November 5, 2013**

**Revised: April 18, 2023**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 2190

Page 1 of 1

### HIGHLY CAPABLE PROGRAMS

In order to develop the abilities of highly capable identified students, the district will offer programming that provides qualifying kindergarten through twelfth grade students with access to basic education programming that accelerates learning and enhances instruction. The framework for such programs shall encompass, but not be limited to, the following objectives:

- A. Expansion of academic attainments and intellectual skills;
- B. Stimulation of intellectual curiosity, independence and responsibility;
- C. Development of a positive attitude toward self and others; and
- D. Development of originality and creativity.

The board will annually approve the district's highly capable plan, including: the number of students the district expects to serve by grade level; the district's plan to universally screen all students; a description of the highly capable program goals; a description of the services the program will offer; an instructional program description; a description of ongoing professional development for highly capable program and general education staff; program evaluation and fiscal report; and assurances that the district is legally compliant.

The superintendent will establish procedures consistent with state guidelines for implementing universal screening, assessment, identification and placement of highly capable students. The procedures will include universal screening for identification and placement decisions; use of local norms, unless more restrictive than national norms; and use of screening and assessment in the student's native language (if available) or nonverbal assessment.

#### Legal References:

RCW 28A.185.030

Programs--Authority of local school districts--Selection of students

WAC 392 170

Special services program--Highly capable students

**Adopted: July 16, 2002**

**Revised: January 21, 2014**

**Revised: November 20, 2018**

**Second Reading/Revision: December 12, 2023**

## BOARD POLICY

Policy No. 2230

Page 1 of 1

### TRANSITION TO KINDERGARTEN PROGRAM

Walla Walla Public Schools operates a transition to kindergarten program. It will ensure that the program serves eligible students of all abilities who need additional preparation to be successful in kindergarten and who lack access to other early learning group settings.

The district will consider the best practices pertaining to a transition to kindergarten program as developed in collaboration between the Office of Superintendent of Public Instruction and the Department of Children, Youth, and Families. The district may blend or co-locate a transition to kindergarten program with other early learning programs.

#### Eligibility, Recruitment, and Enrollment

The term “screening process and tools” means using one or more instruments or methods of assessing and measuring the ability and need of an individual student. The screening process and tools should be widely used norm-reference screening instruments or tools that demonstrate reliability and validity. The process and tools will be culturally and linguistically relevant.

Children will be eligible to participate in the district’s transition to kindergarten program as follows:

- 1) Based on a screening process and tool as defined above, the district has determined that the child would benefit from additional preparation for kindergarten; and
- 2) The child’s age is at least 4 years old by August 31 of the school year in which they enroll in a transition to kindergarten program.

In determining eligibility and admitting students to a transition to kindergarten program, the district will:

- 1) Give priority to children most in need of additional preparation to be successful in kindergarten, as demonstrated through a screening process and tool.
- 2) Give priority to children with the lowest family income, not otherwise participating in another local program.
- 3) Not exclude or establish a policy to prohibit participation of an eligible child due only to the presence of a disability.
- 4) Not charge tuition or other fees from state-funded eligible students for enrollment in a transition to kindergarten program.

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#### Cross References:

Board Policy 3110 – Qualification of Attendance and Placement

#### Legal References:

Chapter 28A.300 RCW

WAC 392-425-010

**Second Reading/New Policy: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6215

Page 1 of 1

### EXPENSE CLAIM CERTIFICATION AND APPROVAL

Before expense claims are submitted to the board for payment, they shall be audited and certified by the district's appointed auditing officer for accuracy and proof that the goods or services have been received and are satisfactory and that previous payment has not been made. The certification must be signed and dated by the auditing officer or their designee. Expense claims shall be approved by a recorded affirmative vote of a majority of the board.

The board authorizes advance payment of claims in months in which only one regular board meeting is scheduled. The board shall review and approve all such advance payments at its next regularly scheduled public meeting. The board will be emailed the advance payment expense claims for review the week prior to the check date. Any board member may notify the Superintendent or Chief Financial Officer if such payment should not be mailed by Tuesday of the following week, and that payment will be held over to the next board meeting.

In the event the claim is disapproved, the auditing officer and superintendent shall cause the claims to be recognized as receivables and pursue collection diligently until the funds are collected or until the board approves the payment of those claims.

The auditing officer and the superintendent shall each furnish an official bond, for not less than \$50,000, for the faithful discharge of such duties. The school district shall purchase and pay for the surety bonds.

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#### Cross Reference:

Board Policy 6500 Risk Management

#### Legal References:

RCW 28A.330.080 Payment of claims – Signing of warrants

RCW 28A.330.090 Auditing committee and expenditures

RCW 42.24.080 Municipal corporations and political subdivisions - Claims against for contractual purposes - Auditing and payment--Authentication and certification

RCW 42.24.180 Taxing District--Issuance of warrants or checks before approval by legislative body--Conditions

State Auditor's Voucher certification and approval Bulletin #301-III(F)

**Adopted: July 16, 2002**

**Revised: February 19, 2019**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6217

Page 1 of 1

### ELECTRONIC FUNDS TRANSFER

#### Reimbursement for Goods and Services: Electronic Payments

The board authorizes the use of Electronic Funds Transfer (EFT) or Automated Clearing House transfer (ACH) transactions for payments to employees or vendors.

Prior to utilization of electronic payment options, the superintendent or designee will confirm with the county treasurer that the district may use electronic payments for vendor purchases. The district will maintain a separate bank account dedicated solely to EFT transactions.

The district will prepare electronic payments and record them in a format similar to warrants for the board of directors. Prior to submission to the board of directors, all electronic payments shall be reviewed by the district's auditing officer in accordance with the district's procedure for electronic payments. No electronic payment shall be made until approved by a majority of the members of the board.

The district will develop and maintain procedures for electronic payments to safeguard district assets and to minimize fraud. The district will ensure that its procedures and practices are in line with guidelines published by the National Automated Clearinghouse Association (NACHA). Any requirements from the district's bank or county treasurer regarding file submission or formatting shall also be followed.

The district will implement this policy according to the accompanying procedures.

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#### Cross References:

Board Policy 6500 - Risk Management

#### Legal References:

RCW 28A.330.080 Payment of claims—Signing of warrants

RCW 28A.330.090 Auditing committee and expenditures

RCW 42.24.080 Municipal corporations and political subdivisions — Claims against for contractual purposes — Auditing and payment — Forms— Authentication and certification

RCW 42.24.180 Taxing District — Issuance of warrants or checks before approval by legislative body — Conditions

**Second Reading/New Policy: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 1 of 3

### INSURANCE

All insurance programs of the district shall be managed as part of the district's risk management program.

#### Liability Insurance

The district shall maintain sufficient liability insurance to protect it against claims for the negligent or wrongful acts of its staff or agents. The amount and terms of such insurance protection shall be reviewed annually as part of the district's risk management program.

The board shall hold individual board members, administrators, staff or agents of the district harmless and defend them from any financial loss, including reasonable attorneys' fees, arising out of any act or failure to act, provided that at the time of the act or omission the individual so indemnified was acting within the scope of his/her responsibilities or employment and in compliance with the policies and procedures of the district.

The district shall provide its staff with insurance protection while they are engaged in the maintenance of order and discipline and in the protection of students, other staff and property. Such insurance protection must include liability insurance covering injury to persons and property and insurance protecting staff from loss or damage of their personal property incurred while so engaged.

A member of the board of directors or the superintendent is immune from civil liability for damages for any discretionary decision or failure to make a discretionary decision within his or her official capacity, but liability shall remain on the district for the tortious conduct of the board members and superintendent. The superintendent shall obtain errors and omissions insurance in the amounts deemed necessary by the board.

#### Property Damage Insurance

The district shall maintain a comprehensive insurance program which shall provide adequate coverage, as determined by the board, in the event of loss or damage to school buildings and/or equipment, including motor vehicles.

#### Staff Insurance

The district shall develop and maintain an effective program of insurance for its staff. Such programs may include, but are not limited to, unemployment compensation, industrial accident and/or injury insurance, liability and medical insurance.

The district may make available liability, life, accident, disability and salary protection or insurance, direct agreements as defined in chapter 48.150 RCW, or any one of, or a combination of these types of insurance and may contribute all or part of the cost of such insurance to the extent permitted by law.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 2 of 3

### Unemployment Insurance

The district shall participate in the program lawfully available for fulfilling its unemployment insurance obligation that is most financially and administratively efficient. The unemployment compensation program shall be reviewed annually by the superintendent or designee.

Staff eligible under the terms of the unemployment compensation pool agreement with the educational service district shall be provided with the unemployment benefits to which they are entitled. The district shall maintain the records required by the state employment security department and retain them for not less than four years.

### Workers' Compensation

Workers' compensation is an insurance program which covers job-related injuries and occupational diseases. School staff members are covered by a self-insured program which has been approved by the Washington State Department of Labor and Industries. The staff member is protected in two ways:

1. Medical costs resulting from job injuries are paid
2. Injured employees are paid a partial wage while off work because of a job injury or illness due to on-the-job causes.

When a staff member is injured on the job with a time loss, the district will grant full sick leave for the first three (3) days provided the staff member has accumulated sick leave to cover. For each day covered by workers' compensation the employee may use accumulated sick leave to make up the difference between the workers' compensation payments and the employee's regular salary. In such instances, total pay shall not exceed the staff member's regular pay.

The district will deal fairly with employees and give equal consideration to their interests regarding industrial insurance benefits.

### Medical Insurance

Per state law, the district will offer eligible employees all benefits offered by the School Employees Benefits Board (SEBB), administered by the Washington State Health Care Authority (HCA). The district will pay the employer contributions to the HCA for SEBB insurance coverage for all eligible employees and their dependents as mandated by state laws and the rules promulgated by the HCA.

When a staff member is on leave and the staff member's accumulated paid leave has been exhausted, the district shall notify the staff member that the medical insurance benefits are exhausted and the premium is due. The district shall accept the premium from the staff member and remit it to the carrier each month during the term of an approved leave of absence.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 3 of 3

In compliance with COBRA (Consolidated Omnibus Budget Reconciliation Act), the district will offer continuing health care coverage on a self-pay basis to staff members and their dependents following termination (for reasons other than gross misconduct), a reduction in hours, retirement, death, or loss of coverage eligibility to the dependent. These health benefits will be identical to the coverage offered to full-time staff members. For terminated or reduced-hour staff members, the coverage may last up to 18 months or until they become eligible for other health insurance, whichever is earlier. In the event of the staff member's retirement, divorce, separation or death, or loss of dependent eligibility the coverage may last up to 36 months for the staff member and/or qualified beneficiary.

### Cross References:

Board Policy 2151 Interscholastic Activities

Board Policy 5401 Sick Leave

Board Policy 6535 Student Insurance

Board Policy 6540 School District's Responsibility for Privately Owned Property

Board Policy 6500 Risk Management

### Legal References:

RCW 4.24.470 Liability of officials and members of governing body of public agency

RCW 4.96.010 Tortious conduct of political sub-division--Liability for damages

RCW 28A.320.060 Officers, employees or agents of school districts or educational service districts, insurance to protect and hold personally harmless

RCW 28A.320.100 Actions against officers, employees or agents of school districts and educational service districts-- Defense, costs, fees--Payment of obligation

RCW 28A.335.010 School buildings, maintenance, furnishing and insuring

RCW 28A.400.350 Liability, life, health, health care, accident, disability and salary insurance authorized--Premiums

RCW 28A.400.370 Mandatory insurance protection for employees

RCW 41.50.160 Restoration of withdrawn contributions by annual installment

RCW 50.20.050 Disqualification for leaving work voluntarily without good cause

RCW 50.44.030(3) Political subdivisions, instrumentalities of this state and other state

RCW 50.44.050 Benefits payable, terms and conditions

Chapter 51.14 RCW Self-Insurers

RCW 51.32.090 Temporary total disability

RCW 29 U.S.C. A §§ 1161-1168 Consolidated Omnibus Budget Reconciliation Act

WAC 296-15 Workman's compensation self-insurance

WAC 182-30 WAC Procedures

WAC 182-31 WAC Eligible school employees

First Reading: February 19, 2002

Adopted by the Board: July 16, 2002

42 **Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6550

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### CAPITALIZATION THRESHOLD FOR LEASES AND SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITAs)

The Walla Walla School Board acknowledges that the Governmental Accounting Standards Board (GASB) has issued Statements 87 and 96, covering Leases and Subscription-Based Information Technology Arrangements (SBITAs). Within the guidelines of these Statements, the district may establish a liability threshold for reporting either a lease or a SBITA that are considered to be *de minimis* when compared to the district's financial capacity. These leases or SBITAs must have a maximum possible term of greater than one year to be included.

For the purposes of this policy, the following definitions are used, in accordance with the Statement referenced above:

- A *lease* is a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles and equipment.
- A *subscription-based information technology arrangement (SBITA)* is a contract that conveys control of the right to use another entity's software, alone or in combination with tangible capital assets (the underlying IT asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Software that is insignificant to the cost of the underlying asset is excluded. Examples of underlying IT assets include printers, devices, and equipment.

The value of leases or SBITAs under this policy will be determined using the methodology outlined in the original Statements and current accepted industry practice. Each lease or SBITA will be considered individually.

For capitalization purposes, those leases or SBITAs with a current year expenditure value that equals or exceeds .25% of prior year expenditures and have a maximum possible term of more than one year will be capitalized and recorded as a liability on the district's financial statements.

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#### Legal References:

GASB 87 – Leases, Issued 06/17

GASB 96- Subscription-Based Information Technology Arrangements, Issued 05/20

**Adopted: September 20, 2022**

**Revised: August 15, 2023**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6700

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### NUTRITION, HEALTH, AND PHYSICAL EDUCATION

The board recognizes that a healthy school environment prepares students for college, careers, and successful futures. Students who eat well-balanced meals and engage in regular exercise are more likely to learn in the classroom. Good nutrition and physical fitness are essential for the lifelong health and wellbeing of our district's youth. The board supports the district's increased emphasis on nutrition, health, physical education, and physical activity at all grade levels to enhance the well-being of the district's students. Therefore, it is the policy of the board to provide students with access to nutritious food, emphasize health education and physical education, and provide students with opportunities for physical activity. The board also recognizes the benefits of scheduling at least 20 minutes of seat time for lunch for every student and scheduling recess before lunch for elementary students. Consequently, to the extent appropriate and feasible, the superintendent or designee will strive to identify and remove barriers to these practices.

#### Wellness Policy

The district, through the School Health Advisory Committee (SHAC), will develop and implement a comprehensive wellness policy in compliance with state and federal requirements for districts participating in the National School Lunch Program, the School Breakfast Program and the United States Department of Agriculture (USDA) Smart Snacks in School nutrition standards.

#### Nutrition and Food Services Program

The board supports the philosophy of the National School Lunch and School Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools. The board authorizes the superintendent or designee to administer the food services program, provided that any decision to enter into a contract with a food service management company will require the approval of the board. Expenditures for food supplies shall not exceed the estimated revenues.

The superintendent or designee is responsible for:

- Annually distributing meal applications and determining eligibility for school meals;
- Protecting the identity of students eligible for free and reduced-price meals;
- Ensuring meals meet USDA meal pattern requirements;
- Ensuring meal periods are in compliance with USDA regulations;
- Establishing a Food Safety Plan;
- Determining meal prices annually;
- Using the full entitlement of USDA Foods;
- Maintaining a nonprofit school food service account;
- Ensuring all revenues are used solely for the school meal program;
- Establishing a meal charge policy; if not serving meals at no cost to students;
- Accommodating children with special dietary needs;
- Ensuring compliance with USDA nondiscrimination policies;
- Following proper procurement procedures; and
- Ensuring compliance with the Smart Snacks in School nutrition standards.

## BOARD POLICY

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### Health and Physical Education Program

The district's K-12 health and physical education programs will be aligned with the Washington State Health and Physical Education K-12 Learning Standards and will include, but not be limited to, the development of knowledge and skills to be physically active, eat nutritiously, to access reliable health information and services, communicate effectively, and set health-enhancing goals.

The district will ensure that the following requirements are met:

- All students in grades one through eight receive an average of one hundred instructional minutes per week of physical education per year.
- All high school students are required to complete a minimum of three semesters (1.5 credits) of physical education and one semester (.5 credit) of health education.
- Any student who is excused from participation on account of physical disability, employment, religious belief, participation in directed athletics or military science and tactics, or for other good cause will be required to demonstrate mastery of the knowledge portion of the fitness requirement, in accordance with District policy.
- The district will offer a one-credit course or its equivalent in physical education for each grade in the high school program (grades 9-12).
- All students have equal and equitable opportunities for health and physical education.
- All students, from kindergarten through grade 12, will have access to a quality, standards-based health and physical education program.
- OSPI-developed assessments or other strategies will be used in health and physical education.

Additionally, school districts must conduct an annual review of their physical education (PE) programs.

The review must consist of numerous provisions, including:

- The number of individual students completing a PE class during the school year;
- The average number of minutes per week of PE received by students in grades 1 through 8, expressed in appropriate reporting ranges;
- The number of students granted waivers (excused from participation) from PE requirements;
- An indication of whether all PE classes are taught by instructors who possess a valid health and fitness endorsement;
- The PE class sizes, expressed in appropriate reporting ranges;
- An indication of whether, as a matter of policy or procedure, the district routinely modifies and adapts its PE curriculum for students with disabilities; and
- An indication of whether the district routinely excludes students from PE classes for disciplinary reasons.

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## BOARD POLICY

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As a best practice and subject to available funding, the district will strive to ensure that the following occur:

- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All schools will have certificated physical education teachers providing instruction.
- All schools will have appropriate class sizes, facilities, equipment, and supplies needed to deliver quality health and physical education consistent with state standards.
- All physical education teachers will be encouraged to participate in professional development in physical education at least once a year.

### Physical Activity

Physical education class is not to be used or withheld as punishment for any reason. All schools, as a best practice and subject to available funding, will participate in a multi-component approach by which schools use all opportunities for students to be physically active, such as the Comprehensive School Physical Activity Program recommended by the Centers for Disease Control and Prevention, and will provide the following:

- Quality physical education;
- Physical activity during the school day (e.g. brain boosters/energizers);
- Extracurricular opportunities;
- Recess that aims to be safe, inclusive, and high quality (which, under most circumstances, will not be used or withheld as punishment);
- Family and community engagement;
- Staff wellness and health promotion;
- Opportunities for active transportation to school; and
- Access to school district facilities for physical activity, fitness, sports, and recreation programs.

### Cross References:

Board Policy 2150 - Co-Curricular Program

Board Policy 2151 - Interscholastic Activities

Board Policy 2161 - Special Education and Related Services for Eligible Students

Board Policy 2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973

Board Policy 2410 - High School Graduation Requirements

Board Policy 3210 - Nondiscrimination

Board Policy 3422 - Student Sports – Concussion, Head Injury and Sudden Cardiac Arrest

Board Policy 4260 - Use of School Facilities

### Legal References:

RCW 28A.210.365 - Food choice, physical activity, childhood fitness — Minimum standards — District waiver or exemption policy.

RCW 28A.230.040 - Physical Education – Grades 1-8

RCW 28A.230.050 - Physical Education in High Schools

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## BOARD POLICY

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- RCW 28A.230.095 - Essential academic learning requirements and assessments — Verification reports.
- RCW 28A.235.120 - Meal Programs — Establishment and Operation — Personnel — Agreements
- RCW 28A.235.130 - Milk for children at school expense
- RCW 28A.235.140 - School breakfast programs
- RCW 28A.235.145 - School breakfast and lunch programs –Use of state funds
- RCW 28A.235.150 - School breakfast and lunch programs – Grants to increase participation – Increased state support
- RCW 28A.235.160 - Requirements to implement school breakfast, lunch and summer food service programs – Exemptions
- RCW 28A.235.170 - Washington grown fresh fruit and vegetable grant program
- RCW 28A.623.020 - Nonprofit program for elderly — Authorized — Restrictions
- RCW 69.04 - Intrastate Commerce in Food, Drugs and Cosmetics
- RCW 69.06.010 - Food and beverage service worker’s permit — Filing, duration — Minimum training requirements
- RCW 69.06.020 - Permit exclusive and valid throughout state — Fee
- RCW 69.06.030 - Diseased persons — May not work — Employer may not hire
- RCW 69.06.050 - Permit to be secured within fourteen days from time of employment.
- RCW 69.06.070 - Limited duty permit
- WAC 180-51-068 - State subject and credit requirements for high school graduation—Students entering the ninth grade on or after July 1, 2015.
- WAC 392-157-125 - Time for meals
- WAC 392-410-135 - Physical Education – Grade school and high school requirement.
- WAC 392-410-136 - Physical Education Requirement-Excuse
- 2 CFR Part 200 - Procurement
- 7 CFR, Parts 210 - and 220
- 7 CFR, Part 245.5

**Adopted: July 19, 2005**

**Revised: 07.21.20; 08.16.2022**

**Revised: December 13, 2022**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

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### MEETING CONDUCT, ORDER OF BUSINESS, AND QUORUM

The board will schedule its meetings in compliance with the law, and as deemed by the board to be in the best interests of the district and community. The board will function through (1) regular meetings, (2) special meetings, and (3) emergency meetings.

#### Regular Meetings: Business and Study Meetings

Annually, on or before August 31, the board will approve and advertise its regular meeting schedule for the upcoming school year. The schedule will identify the times, dates and locations for the board's regular business and study meetings. The board reserves the right to modify such meetings when necessary, provided public notification requirements are met. An agenda of the business that the board will transact will be posted on the district website not less than twenty-four (24) hours in advance of the published start time of the meeting.

If the board intends to hold regular meetings at places or times other than adopted, the board will provide notice of the meeting in the same manner as provided for special meetings. All regular meetings of the board will be held within the district boundaries.

The district will hold remote or physical attendance limited meetings only in cases of emergency declared by federal, state or local government, or in cases of local emergency, fire, flood, earthquake or other emergency, and at such meetings will provide real-time telephonic, electronic, internet or other readily available means of remote access that do not require an additional cost to access the meeting.

#### Special Meetings

Special meetings may be called by the president or at the request of a majority of the board members. A written notice of a special meeting, stating the time and place of the special meeting and the business to be transacted, will be provided to each board member. Written notice will also be delivered to each newspaper and radio or television station that has filed a written request for such notices. Written notice may be delivered personally, by mail, facsimile or email. The notice must be posted on the district's website.

The district must also prominently display the notice at the main entrance of the district's headquarters as well as at the location of the meeting if the meeting is held at a location other than the headquarters. During a declared emergency that prevents a meeting from being held in person with reasonable safety, the district may post notice of a remote meeting without a physical location on the district website, or the website hosted or shared by another agency.

All required notices must be delivered or posted not less than twenty-four (24) hours prior to the meeting.

A board member waives the written notice requirement if that board member:

1. Submits a written waiver of notice to the board secretary at or prior to the time the meeting convenes. The waiver may be given by telegram, fax, or email; or
2. Is actually present at the time the meeting convenes.

## BOARD POLICY

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The board will not take final disposition on any matter other than those items stated in the meeting notice. If the district calls a special meeting of the board to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage, or when the required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against, the board may meet immediately with no prior notice.

### Emergency Meetings

If the district determines, by reason of fire, flood, earthquake, or other emergency, that there is a need for expedited action by the board to meet the emergency, the president may provide for a meeting site other than the regular meeting site, for a remote meeting without a physical location, or for a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency. The president may provide for an emergency meeting without providing notice.

If, after the declaration of an emergency by a local or state government or agency, or by the federal government, the district determines that it cannot hold a board meeting with its members or with public attendance in person with reasonable safety because of the emergency, the district will either:

1. Hold a remote meeting without a physical location, or
2. Hold a meeting at which the physical attendance by some or all members of the public is limited due to the declared emergency.

Members of the board may appear at a remote meeting telephonically or by other electronic means that allows for real-time, remote communication.

For a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency, the district must provide an option for the public to listen to the proceedings telephonically or by using a readily available alternative in real-time that does not require any additional cost to access the program.

The district will provide notice for remote meetings or meetings at which the physical attendance by some or all members of the public is limited due to a declared emergency according to this Policy. The notice for meetings pursuant to a declared emergency must include instructions on how the public may listen live to proceedings and how the public may access any other electronic means of remote access offered by the district.

The district will not take final disposition on any matter during a remote meeting or a meeting at which the physical attendance by some or all members of the public is limited due to a declared emergency unless the district has provided an option for the public to listen to the proceedings, except for an executive session, pursuant to this Policy.

# Walla Walla Public Schools

## BOARD POLICY

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### Public Notice

The board will give proper public notice for any special meeting or whenever a regular meeting is adjourned to another time. The board may provide notice for an emergency meeting in accordance with this Policy.

All meetings will be open to the public with the exception of executive or closed sessions authorized by law. The board will take final action resulting from executive session discussions during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting, and those who may have difficulty attending a meeting in person due to conditions such as physical mobility limitations, should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, will be the office of the board. The district's public records will be open for inspection in the manner provided by and subject to the limitation of the law.

### Live Video Broadcasting and Recording

In an effort to maximize public viewership and transparency, the board intends to live video broadcast and record all regular business meetings for those interested in viewing remotely or at a later date. Additionally, if spectator capacity or other exigent circumstances warrant, the board may choose to broadcast and record study, special or emergency meetings. Information on how to access the live stream feature and recording, when available, will be included in the public notice.

Effective June 30, 2024, all regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded. Such recordings will be maintained for at least one year. The recording will include the comments of the directors and the comments of members of the public if formal public testimony is accepted at the meeting.

### Quorum and Voting

A quorum consists of the majority of all board members. For school boards with five members, three board members constitute a quorum. A quorum is required for the transaction of business, including voting. Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform that provides real-time verbal communication without being in the same physical location with those in attendance.

Additionally, any meeting held via a communication platform must: 1) include proper notice with any required passwords or authorization codes; 2) be known and accessible to the public; and 3) reasonably accommodate any member of the public who wishes to participate.

# Walla Walla Public Schools

## BOARD POLICY

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The board will take no action by secret ballot at any meeting required to be open to the public. The board votes on motions and resolutions as outlined and allowed by Roberts Rules of Order (Revised), Art, VII. However, a majority vote of *all* board members is required to elect or select a superintendent or board officer, or fill a vacancy on the board, and the board must vote on these matters by an oral roll call. The board will vote by an oral roll call whenever required by law.

### Meeting Conduct and Order of Business

The board will conduct all board meetings in a civil, orderly, and business-like manner. The board uses Roberts Rules of Order (Revised) as a guide, except when board bylaws or policies supersede such rules. During board meetings, board members will refrain from communicating electronically (e.g., by e-mail, text, social media) with their fellow board members.

The board will use the agenda to establish its regular order of business. However, either the superintendent or a board member may request additions or changes to the prepared agenda, and the board may adopt a revised agenda or order of business by a majority vote of the board members present. After adoption, motions to amend the agenda require two-thirds or larger majorities to pass. At a special meeting, the board may take final action only on that business contained in the notice of the special meeting.

It is unlawful for any member of the public to knowingly carry onto, or to possess on, any area of a facility being used for official school board meetings, a dangerous weapon, including but not limited to a firearm, “nun-chu-ka sticks,” “throwing stars,” air gun or pistol, stun gun, or other dangerous weapon as listed in RCW 9.41.280. The board will ensure that signs providing notice of the restrictions on possession of firearms and other weapons are posted at facilities being used for official meetings of the board.

### Public Attendance and Comment

Any member of the public may attend board meetings. The board may ask, but will not require people to sign in, complete questionnaires, or establish other conditions for attendance.

The board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. In order to permit fair and orderly expression of public comment, with the exception of emergency situations, the board will provide a period at or before every regular business meeting at which final action is to take place for public comment. During the public comment period, visitors may address the board on any topic within the scope of the board’s responsibility. Public comment may occur orally or through written comments submitted before the meeting. Written comments must adhere to the standards of civility discussed below and must be received by 12:00 noon the day of the board meeting. All written public comments timely submitted will be distributed to each board member.

## BOARD POLICY

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The board may structure the oral public comment period, including determining the total time allotted for public comment and equally apportioning the minutes for each speaker. The board is not obligated to provide additional public comment time to accommodate everyone in attendance who wishes to speak. Any structure the board imposes will be content neutral.

The board may require those who wish to speak (but not all attendees) to sign in so that the board has a tally of individuals who wish to speak and can call them forward. When called forward, individuals will identify themselves and proceed to make comments within the time limits established by the board. The Board President may adjust time limits as needed to comply with the agenda. The board is not obligated to respond to questions or challenges made during the public comment period and the board's silence will not signal agreement or endorsement of the speaker's remarks. The board may control the time, place, and manner of public comment. The president may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the board imposes on itself. Examples of uncivil comments include comments that:

- Are libelous or slanderous under a legal standard;
- Are an unwarranted invasion of privacy;
- Are obscene or indecent pursuant to the Federal Communications Act or any rule or regulation of the Federal Communications Commission;
- Violate school district policy or procedure related to harassment, intimidation, or bullying of students, or policy or procedure related to nondiscrimination;
- Incite an unlawful act on school premises or violate a lawful school regulation; or
- Create a material and substantial disruption of the orderly operation of the board meeting.

The board as a whole has the final decision in determining the appropriateness of all such rulings and can maintain order by removing those who are disruptive. However, the board recognizes the distinction between uncivil discourse, which it will not tolerate, and comments about the board, district, and/or staff that are negative yet still civil in nature. The board will exercise its authority to maintain order in a content neutral manner.

In addition to the public comment period during the meeting, the board may identify the agenda items that require or would benefit from additional opportunity for public comment. Individuals or groups who wish to present to the board on an agenda item are encouraged to request and schedule such presentations in advance. Opportunity for public comment—both oral and written—is required before the board adopts or amends a policy that is not expressly or by implication authorized under state or federal law, but which will promote the education of K-12 students, or will promote the effective, efficient, or safe management and operation of the district. Individuals wishing to be heard by the board will first be recognized by the Board President.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1400

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### Cross Reference:

Board Policy 1220

Board Policy 1410

Board Policy 1420

Board Officers and Duties of Board Members

Executive or Closed Sessions

Proposed Agenda and Consent Agenda

### Legal References:

RCW28A.330.020

RCW 28A.320.040

RCW 28A.330.070

RCW 28A.343.370

RCW 28A.343.380

RCW 28A.343.390

RCW 42.30.030

RCW 42.30.050

RCW 42.30.060

RCW 42.30.070

RCW 42.30.080

RCW 9.41.280

42 USC 12101-12213

Certain board elections, manner and vote required – Selection of personnel, manner

Bylaws for board and school government

Office of board - Records available for public inspection

Vacancies

Meetings

Quorum - Failure to attend meetings

Meetings declared open and public

Interruptions - Procedure

Ordinances, rules, resolutions, regulations, etc., adopted at public meetings –

Notice – Secret voting prohibited

Times and places for meetings – Emergencies - Exception

Special Meetings

Possessing dangerous weapons on school facilities — Penalty — Exceptions

Americans with Disabilities Act

**Adopted: July 16, 2002**

**Revised: 02.19.2019; 04.19.2022**

**Revised: December 13, 2022**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1610

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### CONFLICTS OF INTEREST

Neither a school director nor a district officer (such as the superintendent, assistant superintendent and finance director) may benefit, directly or indirectly, in any contract made by, through, or under the director's or officer's supervision, except as permitted below:

- A. A director or officer may enter into a contract with the district to offer goods or services (except legal services) if the director or officer does not receive more than \$3,000 in any calendar month under the contract. The district will maintain a list of all contracts covered under this paragraph, and the list will be available for the public to inspect and copy.
- B. The spouse of a director or officer may be employed as a substitute teacher on the same terms and at the same compensation as other substitute teachers in the district. For a director's or officer's spouse to be employed as a substitute teacher, the superintendent must find that the number of qualified substitute teachers in the district is insufficient to meet the district's anticipated needs, and the superintendent must ensure that substitute teachers are fairly and impartially assigned to available positions.
- C. If a director's or officer's spouse was employed by the district as a classified or certificated employee before the director or officer took office, the spouse's employment contract can be renewed. The terms of the contract must be commensurate with the pay plan or collective bargaining agreement operating in the district for that position.
- D. A director or officer may have a remote interest in a contract. The interest, though, must be disclosed prior to board action and must be recorded in the official minutes. Examples of a remote interest include: they are a nonsalaried officer of a nonprofit corporation, they are an employee or agent of a contracting party where the compensation of such employee or agent consists entirely of fixed wages or salary, they are a landlord or tenant of a contracting party, or they are a holder of less than one percent of the shares of a corporation or cooperative which is a contracting party.

A director may not vote on the authorization, approval, or ratification of a contract in which they are beneficially interested and to which one of the exemptions described above applies. Before the board approves a contract in which a director is beneficially interested, the director must disclose their interest to the board, and the director's interest must be noted in the official minutes.

Before the board approves the employment of a director or a director's or an officer's spouse, the superintendent or designee will inform the board of other individuals who are qualified for and interested in the position(s) to be filled. The district will not discriminate in any way against any applicant for a position or employee based on a family relationship with a director or officer. All employment decisions will be made by choosing the applicant that furthers the best interests of the school district.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 1610

Page 2 of 2

Whenever a director or their spouse is employed by the district, the director will refrain from participating in or attempting to influence any board action affecting the employment status of the director or their spouse. Actions affecting employment status include, but are not limited to, hiring, establishing compensation and fringe benefits, setting working conditions, conducting performance evaluations, and considering or imposing discipline and termination.

The superintendent will maintain a log of any contract subject to this policy and will annually, or when a new director assumes office, inform the board of the existence of those contracts.

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### Cross References:

Board Policy 6230 – Relations with Vendors

### Legal References:

RCW 28A.330.240 – Employment contracts

RCW 28A.405.250 - Certificated employees, applicants for certificated position, not to be discriminated against – Right to inspect personnel file

RCW 28A.635.050 - Certain corrupt practices of school officials - Penalty

RCW 42.23.030 - Interest in contracts prohibited--Exceptions

RCW 42.23.040 - Remote interests

**Adopted by the Board: July 16, 2002**

**Revised: November 5, 2013**

**Revised: April 18, 2023**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 2190

Page 1 of 1

### HIGHLY CAPABLE PROGRAMS

In order to develop the abilities of highly capable identified students, the district will offer programming that provides qualifying kindergarten through twelfth grade students with access to basic education programming that accelerates learning and enhances instruction. The framework for such programs shall encompass, but not be limited to, the following objectives:

- A. Expansion of academic attainments and intellectual skills;
- B. Stimulation of intellectual curiosity, independence and responsibility;
- C. Development of a positive attitude toward self and others; and
- D. Development of originality and creativity.

The board will annually approve the district's highly capable plan, including: the number of students the district expects to serve by grade level; the district's plan to universally screen all students; a description of the highly capable program goals; a description of the services the program will offer; an instructional program description; a description of ongoing professional development for highly capable program and general education staff; program evaluation and fiscal report; and assurances that the district is legally compliant.

The superintendent will establish procedures consistent with state guidelines for implementing universal screening, assessment, identification and placement of highly capable students. The procedures will include universal screening for identification and placement decisions; use of local norms, unless more restrictive than national norms; and use of screening and assessment in the student's native language (if available) or nonverbal assessment.

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#### Legal References:

RCW 28A.185.030

Programs--Authority of local school districts--Selection of students

WAC 392 170

Special services program--Highly capable students

**Adopted: July 16, 2002**

**Revised: January 21, 2014**

**Revised: November 20, 2018**

**Second Reading/Revision: December 12, 2023**

## BOARD POLICY

Policy No. 2230

Page 1 of 1

### TRANSITION TO KINDERGARTEN PROGRAM

Walla Walla Public Schools operates a transition to kindergarten program. It will ensure that the program serves eligible students of all abilities who need additional preparation to be successful in kindergarten and who lack access to other early learning group settings.

The district will consider the best practices pertaining to a transition to kindergarten program as developed in collaboration between the Office of Superintendent of Public Instruction and the Department of Children, Youth, and Families. The district may blend or co-locate a transition to kindergarten program with other early learning programs.

#### Eligibility, Recruitment, and Enrollment

The term “screening process and tools” means using one or more instruments or methods of assessing and measuring the ability and need of an individual student. The screening process and tools should be widely used norm-reference screening instruments or tools that demonstrate reliability and validity. The process and tools will be culturally and linguistically relevant.

Children will be eligible to participate in the district’s transition to kindergarten program as follows:

- 1) Based on a screening process and tool as defined above, the district has determined that the child would benefit from additional preparation for kindergarten; and
- 2) The child’s age is at least 4 years old by August 31 of the school year in which they enroll in a transition to kindergarten program.

In determining eligibility and admitting students to a transition to kindergarten program, the district will:

- 1) Give priority to children most in need of additional preparation to be successful in kindergarten, as demonstrated through a screening process and tool.
- 2) Give priority to children with the lowest family income, not otherwise participating in another local program.
- 3) Not exclude or establish a policy to prohibit participation of an eligible child due only to the presence of a disability.
- 4) Not charge tuition or other fees from state-funded eligible students for enrollment in a transition to kindergarten program.

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#### Cross References:

Board Policy 3110 – Qualification of Attendance and Placement

#### Legal References:

Chapter 28A.300 RCW

WAC 392-425-010

**Second Reading/New Policy: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6215

Page 1 of 1

### EXPENSE CLAIM CERTIFICATION AND APPROVAL

Before expense claims are submitted to the board for payment, they shall be audited and certified by the district's appointed auditing officer for accuracy and proof that the goods or services have been received and are satisfactory and that previous payment has not been made. The certification must be signed and dated by the auditing officer or their designee. Expense claims shall be approved by a recorded affirmative vote of a majority of the board.

The board authorizes advance payment of claims in months in which only one regular board meeting is scheduled. The board shall review and approve all such advance payments at its next regularly scheduled public meeting. The board will be emailed the advance payment expense claims for review the week prior to the check date. Any board member may notify the Superintendent or Chief Financial Officer if such payment should not be mailed by Tuesday of the following week, and that payment will be held over to the next board meeting.

In the event the claim is disapproved, the auditing officer and superintendent shall cause the claims to be recognized as receivables and pursue collection diligently until the funds are collected or until the board approves the payment of those claims.

The auditing officer and the superintendent shall each furnish an official bond, for not less than \$50,000, for the faithful discharge of such duties. The school district shall purchase and pay for the surety bonds.

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#### Cross Reference:

Board Policy 6500 Risk Management

#### Legal References:

RCW 28A.330.080 Payment of claims – Signing of warrants

RCW 28A.330.090 Auditing committee and expenditures

RCW 42.24.080 Municipal corporations and political subdivisions - Claims against for contractual purposes - Auditing and payment--Authentication and certification

RCW 42.24.180 Taxing District--Issuance of warrants or checks before approval by legislative body--Conditions

State Auditor's Voucher certification and approval Bulletin #301-III(F)

**Adopted: July 16, 2002**

**Revised: February 19, 2019**

**Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6217

Page 1 of 1

### ELECTRONIC FUNDS TRANSFER

#### Reimbursement for Goods and Services: Electronic Payments

The board authorizes the use of Electronic Funds Transfer (EFT) or Automated Clearing House transfer (ACH) transactions for payments to employees or vendors.

Prior to utilization of electronic payment options, the superintendent or designee will confirm with the county treasurer that the district may use electronic payments for vendor purchases. The district will maintain a separate bank account dedicated solely to EFT transactions.

The district will prepare electronic payments and record them in a format similar to warrants for the board of directors. Prior to submission to the board of directors, all electronic payments shall be reviewed by the district's auditing officer in accordance with the district's procedure for electronic payments. No electronic payment shall be made until approved by a majority of the members of the board.

The district will develop and maintain procedures for electronic payments to safeguard district assets and to minimize fraud. The district will ensure that its procedures and practices are in line with guidelines published by the National Automated Clearinghouse Association (NACHA). Any requirements from the district's bank or county treasurer regarding file submission or formatting shall also be followed.

The district will implement this policy according to the accompanying procedures.

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#### Cross References:

Board Policy 6500 - Risk Management

#### Legal References:

RCW 28A.330.080 Payment of claims—Signing of warrants

RCW 28A.330.090 Auditing committee and expenditures

RCW 42.24.080 Municipal corporations and political subdivisions — Claims against for contractual purposes — Auditing and payment — Forms— Authentication and certification

RCW 42.24.180 Taxing District — Issuance of warrants or checks before approval by legislative body — Conditions

**Second Reading/New Policy: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 1 of 3

### INSURANCE

All insurance programs of the district shall be managed as part of the district's risk management program.

#### Liability Insurance

The district shall maintain sufficient liability insurance to protect it against claims for the negligent or wrongful acts of its staff or agents. The amount and terms of such insurance protection shall be reviewed annually as part of the district's risk management program.

The board shall hold individual board members, administrators, staff or agents of the district harmless and defend them from any financial loss, including reasonable attorneys' fees, arising out of any act or failure to act, provided that at the time of the act or omission the individual so indemnified was acting within the scope of his/her responsibilities or employment and in compliance with the policies and procedures of the district.

The district shall provide its staff with insurance protection while they are engaged in the maintenance of order and discipline and in the protection of students, other staff and property. Such insurance protection must include liability insurance covering injury to persons and property and insurance protecting staff from loss or damage of their personal property incurred while so engaged.

A member of the board of directors or the superintendent is immune from civil liability for damages for any discretionary decision or failure to make a discretionary decision within his or her official capacity, but liability shall remain on the district for the tortious conduct of the board members and superintendent. The superintendent shall obtain errors and omissions insurance in the amounts deemed necessary by the board.

#### Property Damage Insurance

The district shall maintain a comprehensive insurance program which shall provide adequate coverage, as determined by the board, in the event of loss or damage to school buildings and/or equipment, including motor vehicles.

#### Staff Insurance

The district shall develop and maintain an effective program of insurance for its staff. Such programs may include, but are not limited to, unemployment compensation, industrial accident and/or injury insurance, liability and medical insurance.

The district may make available liability, life, accident, disability and salary protection or insurance, direct agreements as defined in chapter 48.150 RCW, or any one of, or a combination of these types of insurance and may contribute all or part of the cost of such insurance to the extent permitted by law.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 2 of 3

### Unemployment Insurance

The district shall participate in the program lawfully available for fulfilling its unemployment insurance obligation that is most financially and administratively efficient. The unemployment compensation program shall be reviewed annually by the superintendent or designee.

Staff eligible under the terms of the unemployment compensation pool agreement with the educational service district shall be provided with the unemployment benefits to which they are entitled. The district shall maintain the records required by the state employment security department and retain them for not less than four years.

### Workers' Compensation

Workers' compensation is an insurance program which covers job-related injuries and occupational diseases. School staff members are covered by a self-insured program which has been approved by the Washington State Department of Labor and Industries. The staff member is protected in two ways:

1. Medical costs resulting from job injuries are paid
2. Injured employees are paid a partial wage while off work because of a job injury or illness due to on-the-job causes.

When a staff member is injured on the job with a time loss, the district will grant full sick leave for the first three (3) days provided the staff member has accumulated sick leave to cover. For each day covered by workers' compensation the employee may use accumulated sick leave to make up the difference between the workers' compensation payments and the employee's regular salary. In such instances, total pay shall not exceed the staff member's regular pay.

The district will deal fairly with employees and give equal consideration to their interests regarding industrial insurance benefits.

### Medical Insurance

Per state law, the district will offer eligible employees all benefits offered by the School Employees Benefits Board (SEBB), administered by the Washington State Health Care Authority (HCA). The district will pay the employer contributions to the HCA for SEBB insurance coverage for all eligible employees and their dependents as mandated by state laws and the rules promulgated by the HCA.

When a staff member is on leave and the staff member's accumulated paid leave has been exhausted, the district shall notify the staff member that the medical insurance benefits are exhausted and the premium is due. The district shall accept the premium from the staff member and remit it to the carrier each month during the term of an approved leave of absence.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6530

Page 3 of 3

In compliance with COBRA (Consolidated Omnibus Budget Reconciliation Act), the district will offer continuing health care coverage on a self-pay basis to staff members and their dependents following termination (for reasons other than gross misconduct), a reduction in hours, retirement, death, or loss of coverage eligibility to the dependent. These health benefits will be identical to the coverage offered to full-time staff members. For terminated or reduced-hour staff members, the coverage may last up to 18 months or until they become eligible for other health insurance, whichever is earlier. In the event of the staff member's retirement, divorce, separation or death, or loss of dependent eligibility the coverage may last up to 36 months for the staff member and/or qualified beneficiary.

### Cross References:

Board Policy 2151 Interscholastic Activities

Board Policy 5401 Sick Leave

Board Policy 6535 Student Insurance

Board Policy 6540 School District's Responsibility for Privately Owned Property

Board Policy 6500 Risk Management

### Legal References:

RCW 4.24.470 Liability of officials and members of governing body of public agency

RCW 4.96.010 Tortious conduct of political sub-division--Liability for damages

RCW 28A.320.060 Officers, employees or agents of school districts or educational service districts, insurance to protect and hold personally harmless

RCW 28A.320.100 Actions against officers, employees or agents of school districts and educational service districts-- Defense, costs, fees--Payment of obligation

RCW 28A.335.010 School buildings, maintenance, furnishing and insuring

RCW 28A.400.350 Liability, life, health, health care, accident, disability and salary insurance authorized--Premiums

RCW 28A.400.370 Mandatory insurance protection for employees

RCW 41.50.160 Restoration of withdrawn contributions by annual installment

RCW 50.20.050 Disqualification for leaving work voluntarily without good cause

RCW 50.44.030(3) Political subdivisions, instrumentalities of this state and other state

RCW 50.44.050 Benefits payable, terms and conditions

Chapter 51.14 RCW Self-Insurers

RCW 51.32.090 Temporary total disability

RCW 29 U.S.C. A §§ 1161-1168 Consolidated Omnibus Budget Reconciliation Act

WAC 296-15 Workman's compensation self-insurance

WAC 182-30 WAC Procedures

WAC 182-31 WAC Eligible school employees

First Reading: February 19, 2002

Adopted by the Board: July 16, 2002

62 **Second Reading/Revision: December 12, 2023**

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6550

Page 1 of 1

### CAPITALIZATION THRESHOLD FOR LEASES AND SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITAs)

The Walla Walla School Board acknowledges that the Governmental Accounting Standards Board (GASB) has issued Statements 87 and 96, covering Leases and Subscription-Based Information Technology Arrangements (SBITAs). Within the guidelines of these Statements, the district may establish a liability threshold for reporting either a lease or a SBITA that are considered to be *de minimis* when compared to the district's financial capacity. These leases or SBITAs must have a maximum possible term of greater than one year to be included.

For the purposes of this policy, the following definitions are used, in accordance with the Statement referenced above:

- A *lease* is a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles and equipment.
- A *subscription-based information technology arrangement (SBITA)* is a contract that conveys control of the right to use another entity's software, alone or in combination with tangible capital assets (the underlying IT asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Software that is insignificant to the cost of the underlying asset is excluded. Examples of underlying IT assets include printers, devices, and equipment.

The value of leases or SBITAs under this policy will be determined using the methodology outlined in the original Statements and current accepted industry practice. Each lease or SBITA will be considered individually.

For capitalization purposes, those leases or SBITAs with a current year expenditure value that equals or exceeds .25% of prior year expenditures and have a maximum possible term of more than one year will be capitalized and recorded as a liability on the district's financial statements.

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#### Legal References:

GASB 87 – Leases, Issued 06/17

GASB 96- Subscription-Based Information Technology Arrangements, Issued 05/20

**Adopted: September 20, 2022**

**Revised: August 15, 2023**

**Second Reading/Revision: December 12, 2023**

## BOARD POLICY

Policy No. 6700

Page 1 of 4

### NUTRITION, HEALTH, AND PHYSICAL EDUCATION

The board recognizes that a healthy school environment prepares students for college, careers, and successful futures. Students who eat well-balanced meals and engage in regular exercise are more likely to learn in the classroom. Good nutrition and physical fitness are essential for the lifelong health and wellbeing of our district's youth. The board supports the district's increased emphasis on nutrition, health, physical education, and physical activity at all grade levels to enhance the well-being of the district's students. Therefore, it is the policy of the board to provide students with access to nutritious food, emphasize health education and physical education, and provide students with opportunities for physical activity. The board also recognizes the benefits of scheduling at least 20 minutes of seat time for lunch for every student and scheduling recess before lunch for elementary students. Consequently, to the extent appropriate and feasible, the superintendent or designee will strive to identify and remove barriers to these practices.

#### Wellness Policy

The district, through the School Health Advisory Committee (SHAC), will develop and implement a comprehensive wellness policy in compliance with state and federal requirements for districts participating in the National School Lunch Program, the School Breakfast Program and the United States Department of Agriculture (USDA) Smart Snacks in School nutrition standards.

#### Nutrition and Food Services Program

The board supports the philosophy of the National School Lunch and School Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools. The board authorizes the superintendent or designee to administer the food services program, provided that any decision to enter into a contract with a food service management company will require the approval of the board. Expenditures for food supplies shall not exceed the estimated revenues.

The superintendent or designee is responsible for:

- Annually distributing meal applications and determining eligibility for school meals;
- Protecting the identity of students eligible for free and reduced-price meals;
- Ensuring meals meet USDA meal pattern requirements;
- Ensuring meal periods are in compliance with USDA regulations;
- Establishing a Food Safety Plan;
- Determining meal prices annually;
- Using the full entitlement of USDA Foods;
- Maintaining a nonprofit school food service account;
- Ensuring all revenues are used solely for the school meal program;
- Establishing a meal charge policy; if not serving meals at no cost to students;
- Accommodating children with special dietary needs;
- Ensuring compliance with USDA nondiscrimination policies;
- Following proper procurement procedures; and
- Ensuring compliance with the Smart Snacks in School nutrition standards.

## BOARD POLICY

Policy No. 6700

Page 2 of 4

### Health and Physical Education Program

The district's K-12 health and physical education programs will be aligned with the Washington State Health and Physical Education K-12 Learning Standards and will include, but not be limited to, the development of knowledge and skills to be physically active, eat nutritiously, to access reliable health information and services, communicate effectively, and set health-enhancing goals.

The district will ensure that the following requirements are met:

- All students in grades one through eight receive an average of one hundred instructional minutes per week of physical education per year.
- All high school students are required to complete a minimum of three semesters (1.5 credits) of physical education and one semester (.5 credit) of health education.
- Any student who is excused from participation on account of physical disability, employment, religious belief, participation in directed athletics or military science and tactics, or for other good cause will be required to demonstrate mastery of the knowledge portion of the fitness requirement, in accordance with District policy.
- The district will offer a one-credit course or its equivalent in physical education for each grade in the high school program (grades 9-12).
- All students have equal and equitable opportunities for health and physical education.
- All students, from kindergarten through grade 12, will have access to a quality, standards-based health and physical education program.
- OSPI-developed assessments or other strategies will be used in health and physical education.

Additionally, school districts must conduct an annual review of their physical education (PE) programs.

The review must consist of numerous provisions, including:

- The number of individual students completing a PE class during the school year;
- The average number of minutes per week of PE received by students in grades 1 through 8, expressed in appropriate reporting ranges;
- The number of students granted waivers (excused from participation) from PE requirements;
- An indication of whether all PE classes are taught by instructors who possess a valid health and fitness endorsement;
- The PE class sizes, expressed in appropriate reporting ranges;
- An indication of whether, as a matter of policy or procedure, the district routinely modifies and adapts its PE curriculum for students with disabilities; and
- An indication of whether the district routinely excludes students from PE classes for disciplinary reasons.

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6700

Page 3 of 4

As a best practice and subject to available funding, the district will strive to ensure that the following occur:

- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All schools will have certificated physical education teachers providing instruction.
- All schools will have appropriate class sizes, facilities, equipment, and supplies needed to deliver quality health and physical education consistent with state standards.
- All physical education teachers will be encouraged to participate in professional development in physical education at least once a year.

### Physical Activity

Physical education class is not to be used or withheld as punishment for any reason. All schools, as a best practice and subject to available funding, will participate in a multi-component approach by which schools use all opportunities for students to be physically active, such as the Comprehensive School Physical Activity Program recommended by the Centers for Disease Control and Prevention, and will provide the following:

- Quality physical education;
- Physical activity during the school day (e.g. brain boosters/energizers);
- Extracurricular opportunities;
- Recess that aims to be safe, inclusive, and high quality (which, under most circumstances, will not be used or withheld as punishment);
- Family and community engagement;
- Staff wellness and health promotion;
- Opportunities for active transportation to school; and
- Access to school district facilities for physical activity, fitness, sports, and recreation programs.

### Cross References:

Board Policy 2150 - Co-Curricular Program

Board Policy 2151 - Interscholastic Activities

Board Policy 2161 - Special Education and Related Services for Eligible Students

Board Policy 2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973

Board Policy 2410 - High School Graduation Requirements

Board Policy 3210 - Nondiscrimination

Board Policy 3422 - Student Sports – Concussion, Head Injury and Sudden Cardiac Arrest

Board Policy 4260 - Use of School Facilities

### Legal References:

RCW 28A.210.365 - Food choice, physical activity, childhood fitness — Minimum standards — District waiver or exemption policy.

RCW 28A.230.040 - Physical Education – Grades 1-8

RCW 28A.230.050 - Physical Education in High Schools

# Walla Walla Public Schools

## BOARD POLICY

Policy No. 6700

Page 4 of 4

- RCW 28A.230.095 - Essential academic learning requirements and assessments — Verification reports.
- RCW 28A.235.120 - Meal Programs — Establishment and Operation — Personnel — Agreements
- RCW 28A.235.130 - Milk for children at school expense
- RCW 28A.235.140 - School breakfast programs
- RCW 28A.235.145 - School breakfast and lunch programs –Use of state funds
- RCW 28A.235.150 - School breakfast and lunch programs – Grants to increase participation – Increased state support
- RCW 28A.235.160 - Requirements to implement school breakfast, lunch and summer food service programs – Exemptions
- RCW 28A.235.170 - Washington grown fresh fruit and vegetable grant program
- RCW 28A.623.020 - Nonprofit program for elderly — Authorized — Restrictions
- RCW 69.04 - Intrastate Commerce in Food, Drugs and Cosmetics
- RCW 69.06.010 - Food and beverage service worker’s permit — Filing, duration — Minimum training requirements
- RCW 69.06.020 - Permit exclusive and valid throughout state — Fee
- RCW 69.06.030 - Diseased persons — May not work — Employer may not hire
- RCW 69.06.050 - Permit to be secured within fourteen days from time of employment.
- RCW 69.06.070 - Limited duty permit
- WAC 180-51-068 - State subject and credit requirements for high school graduation—Students entering the ninth grade on or after July 1, 2015.
- WAC 392-157-125 - Time for meals
- WAC 392-410-135 - Physical Education – Grade school and high school requirement.
- WAC 392-410-136 - Physical Education Requirement-Excuse
- 2 CFR Part 200 - Procurement
- 7 CFR, Parts 210 - and 220
- 7 CFR, Part 245.5

**Adopted: July 19, 2005**

**Revised: 07.21.20; 08.16.2022**

**Revised: December 13, 2022**

**Second Reading/Revision: December 12, 2023**



# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2024 | 2025 CALENDAR

View calendar online at [www.wwps.org](http://www.wwps.org) <<

# RECOMMENDATION

JULY 2024				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST 2024				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER 2024				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

21.....First day of school (1st-12th)  
 26.....First day of school (KG/PS)  
 30.....No School - All students - Fair kids day

2.....No School - All students - Labor Day  
 20.....Early Dismissal - TK-12  
 26-27..No School - All students - Conferences

4.....No School - All students - Prof. day

NOVEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER 2024				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY 2025				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY 2025				
Mon	Tues	Wed	Thurs	Fri
				1
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

1.....Early Dismissal - TK-12  
 11.....No School - Veterans Day  
 27.....Early Dismissal - TK-12  
 28-29..No School - Thanksgiving Break

20.....End of Semester 1 (80 Days)  
 23-3.....No School - Winter break

1-3.....No School - Winter break  
 17.....Early Dismissal - TK-12  
 20.....No School - Martin Luther King Jr. Day

7.....Early Dismissal - TK-12  
 13-14..No School - All students - Conferences  
 17.....No School - Presidents Day

MARCH 2025				
Mon	Tues	Wed	Thurs	Fri
				1
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

APRIL 2025				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

MAY 2025				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JUNE 2025				
Mon	Tues	Wed	Thurs	Fri
				1
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

7.....Early Dismissal - TK-12  
 21.....No School - Possible Snow Day

7-11....No School - Spring Break  
 25.....Early Dismissal - TK-12

9.....No School - Possible Snow Day  
 26.....No School - Memorial Day  
 30.....Early Dismissal - K-5 report card prep

6.....Early Dismissal All/Last day of school  
 6.....End of Semester 2 (98 Days)

### LEGEND

■ = No School - K-5

■ = No School - All Students

■ = Early Dismissal - TK-12

■ = Early Dismissal - K-5



# Walla Walla Public Schools

Developing Washington's Most Sought-After Graduates

## 2025 | 2026 CALENDAR

View calendar online at [www.wwps.org](http://www.wwps.org) <<

# RECOMMENDATION

JULY 2025				
Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST 2025				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER 2025				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

20..... First day of school (1st-12th)  
 25..... First day of school (KG/PS)  
 29..... No School - All students - Fair kids day

1..... No School - All students - Labor Day  
 19..... Early Dismissal - TK-12  
 25-26.. No School - All students - Conferences

3..... No School - All students - Prof. day

NOVEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER 2025				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY 2026				
Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY 2026				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

7..... Early Dismissal - TK-12  
 11..... No School - Veterans Day  
 26..... Early Dismissal - TK-12  
 27-28.. No School - Thanksgiving Break

19..... End of Semester 1 (80 Days)  
 22-2..... No School - Winter break

1-2..... No School - Winter break  
 16..... Early Dismissal - TK-12  
 19..... No School - Martin Luther King Jr. Day

6..... Early Dismissal - TK-12  
 12-13.. No School - All students - Conferences  
 16..... No School - Presidents Day

MARCH 2026				
Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL 2026				
Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY 2026				
Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE 2026				
Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

6..... Early Dismissal - TK-12  
 20..... No School - Possible Snow Day

6-10.... No School - Spring Break  
 24..... Early Dismissal - TK-12

8..... No School - Possible Snow Day  
 25..... No School - Memorial Day  
 29..... Early Dismissal - K-5 report card prep

5..... Early Dismissal All/Last day of school  
 5..... End of Semester 2 (98 Days)

### LEGEND

■ = No School - K-5

■ = No School - All Students

■ = Early Dismissal - TK-12

■ = Early Dismissal - K-5