

Shaw Island School District Board of Directors Regular Meeting and Budget Hearing

Tuesday, July 14, 2026

The open public meeting and budget hearing was held at Shaw Island Elementary School, 44 Hoffman Cove Road, Shaw Island, Washington.

Directors Present: Shirley Lange, Shannon Klohr, Teresa Mason, Carol Criss, and Jon Shannon (Director Shannon joined via Zoom online platform).

Administration Present: Superintendent Becky Bell and Office Administrator Deanna Shannon.

Guests: Philip Burkhardt from PBW Architects was present via Zoom online platform. Kara Moore and Angi Mozer from NWESD 189 were present via Zoom online platform.

Minutes

1. Opening Items:
 - 1.1. Call to Order: The meeting was called to order at 2:30 PM by Chair Shirley Lange.
 - 1.2. Changes or Additions to the Agenda: Superintendent Bell requested to add item 7.2. Lawson Proposal for Parking Lot under 7. Unfinished Business.
 - 1.3. Approval of Agenda: ***Director Criss moved to approve the agenda as amended; Director Klohr seconded the motion; the motion carried unanimously.***
2. Hearing of Individuals or Groups on Agenda and Non-Agenda Items: None.
3. Budget Hearing for 2026-27 Fiscal Year:
 - 3.1. The Budget Hearing was opened at 2:32.
 - 3.2. Business Manager Kara Moore from NWESD 189 presented the budget.
 - 3.3. There was no public comment.
 - 3.4. The Budget Hearing was closed at 3:07.
4. Superintendent Report and Discussion: Superintendent Bell reported on the following:
 - Dr. Bell was working with the new teacher and was planning a teacher professional development day for August. Teacher contracts would begin August 24th.
 - Paving the parking lot would be discussed later in the meeting.
 - The board calendar and meeting dates and times would be discussed at the next meeting.
5. Business and Operations:
 - 5.1. Approval of Resolution 2026-1 Adopting the 2026-27 Budget: ***Director Klohr moved to adopt Resolution 2026-1; Director Mason seconded the motion; the motion carried unanimously.***
 - 5.2. Consent Agenda: Items under the Consent Agenda are considered by the board to be routine and subject to one motion and vote. ***Director Criss moved to approve the consent agenda as amended; Director Klohr seconded the motion; the motion carried unanimously.***
 - Minutes from previous meetings (June 16, 2026 Regular Meeting).
 - Claims and Payroll: the following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$27,054.60 are also approved.

General Fund 6361:
Warrant numbers 250377 through 250390
Totaling \$8,716.17

Capital Fund 6367:
Warrant numbers 250391 through 250394
Totaling \$81,785.72

Payroll (June):
ACH numbers 9000000113 through 9000000120
Totaling \$14,086.17 and
Warrant numbers 250372 through 250376
Totaling \$12,968.43

- Donations since previous meeting: Teacher housing donations in the amount of \$5,703.00.
- June 2026 Budget Status Report.

6. Personnel:

- 6.1. Approval of Classified Contract for Anita Orne: ***Director Mason moved to approve the contract for Anita Orne; Director Klohr seconded the motion; the motion carried unanimously.***
- 6.2. Approval of Exempt Contract for Deanna Shannon: ***Director Criss moved to approve the contract; Director Klohr seconded the motion; Directors Lange, Criss, Mason, and Klohr voted to approved the contract; Director Shannon abstained.***

7. Unfinished Business:

- 7.1. Teacher Housing Project: Phillip Burkhardt updated the board on the progress of the construction. He stated that things were going well and that the project was relatively on schedule. There was one conflict to be brought to the board. An ERV (Energy Recovery Ventilator) system had been installed by a subcontractor at the house. He stated the ERVs were considered “best practice” as fresh air was brought into the home and stale air was removed. The cost of the ERV was included in the bid. However, it was not in the specs and technically should not have been installed. The board discussed options to deal with the issue which included accepting the installation of the ERV, removing the ERV, or negotiating a settlement of the situation. Adherence to the contract documents was discussed. The board directed Dr. Bell and Mr. Burkhardt to work with the contractor for a resolution.

Philip stated the concrete contractor would be pouring the concrete for the pumphouse slab the next day at his own cost.

The change orders indicated on that month’s payment were discussed.

- 7.2. Lawson Proposal for Parking Lot: Superintendent Bell stated that she had contacted five companies about chip sealing or paving the parking lot. The parking lot was in poor condition and needed to be paved, not chip sealed. Only Lawson Construction submitted an estimate of \$16,127. Additionally, two the companies contacted referred to Lawson Construction. ***Director Criss moved to approve Dr. Bell to engage Lawson Construction to pave the parking lot; Director Klohr seconded the motion; the motion carried unanimously.***

8. School Board

- 8.1. School Board Directors’ Reports: Director Klohr wanted to make sure that the concrete contractor was sent a thank you.

9. Adjournment: ***Director Klohr moved to adjourn; Director Lange seconded the motion; the meeting was adjourned at 3:44 PM.***

Shirley Lange, Chair

Becky Bell
Superintendent/Secretary to the Board

Shannon Klohr, Vice Chair

Carol Criss, Director

Teresa Mason, Director

Jon Shannon, Director

AP Check Summary with Board Certification

Shaw Island School District

Warrant Date: 07/31/2026

BOARD CERTIFICATION STATEMENT

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

As of August 18, 2026, the Board, by a _____ vote, approves payments, totaling \$12,755.70. The payments and/or voids are further identified in this document.

Total by Payment Type: BANK - AP & Payroll Warrants and ACH

Warrant Numbers 250414 through 250418, totaling \$12,755.70

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

Check Number	Vendor Name	Check Date	Check Amount
250414	Department of Retirement Systems	07/31/2026	\$3,652.26
250415	HCA-SEBB Benefits	07/31/2026	\$4,257.00
250416	HCA-SEBB Flex Spend	07/31/2026	\$283.34
250417	Shaw Island School District #10	07/31/2026	\$4,506.14
250418	The Standard Insurance Company	07/31/2026	\$56.96
5 Check(s) for a Total of:			\$12,755.70

Fund Summary

Fund

10 - General Fund	\$12,755.70
Total:	\$12,755.70

Payroll Check Summary

Payroll Run: 07/31/2026

Shaw Island School District

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of August 18, 2026, the Board, by a _____ vote, approves payments, totaling \$12,986.04, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: AP & Payroll Warrants and ACH

Direct Deposit Numbers 9000000121 through 9000000127, totaling \$12,986.04

Additional Direct Deposit amount, totaling \$0.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Listing Summary

Payroll Run: 07/31/2026

Check Number	Employee	Gross Pay	Deductions	Benefits	Net Pay	Additional Direct Deposit
9000000121	Bates, Adam	2,697.12	642.95	1,752.80	2,054.17	0.00
9000000122	Clifton, Diane Carol	10,275.00	3,980.73	3,055.01	6,294.27	0.00
9000000123	Criss, Carol N	219.04	19.70	26.23	199.34	0.00
9000000124	Hopkins, Christine M	100.00	8.81	10.60	91.19	0.00
9000000125	Orne, Anita G	424.08	154.85	43.89	269.23	0.00
9000000126	Shannon, Deanna	5,733.36	1,735.84	2,259.39	3,997.52	0.00
9000000127	Shannon, Jon R	88.32	8.00	10.79	80.32	0.00
	Totals:	19,536.92	6,550.88	7,158.71	12,986.04	0.00

Pay Code Totals

Payroll Run: 07/31/2026

Pay Type	Count	Gross Amount
EX3 - Extra Pay 613	1	424.08
EX4 - Extra Pay 614	3	538.61
SAL3 - Salary 613	3	18,224.23
ST-NOHR - Stipend No Hours	1	250.00
SUB3 - Substitute Pay 613	1	100.00
Totals:	9	19,536.92

Deduction Code Totals

Payroll Run: 07/31/2026

Deduction	Count	Amount
1FICA - FICA	7	1,157.87
1FIT - FEDERAL INCOME TAX	7	1,428.82
1FIT+ - FIT ADDITIONAL AMOUNT	1	220.00
1MED - MEDICARE	7	270.79
1WC - WORKERS' COMPENSATION	7	22.85
1WLTC - WA CARES LTC TAX	7	113.31
2E0 - SERS PLAN 0	3	0.00
2E2 - SERS PLAN 2	2	579.19
2T0 - TRS PLAN 0	1	0.00
2T3 - TRS PLAN 3	1	513.75
DCP - Deferred Compensation-457	3	1,168.00
HCFSA - Flexible Spending Arrangement	1	283.34
HEHSA - Health Equity HSA	1	400.00
LTD-B - Employee Paid LTD 50%	3	56.96
SEBB-T - SEBB Tobacco Surcharge	1	25.00
VAER - UMP ACHIEVE 2 EMP ONLY	1	135.00
VHSAE - UMP CDHP EMP ONLY	1	35.00
VUFR - UMP ACHIEVE 1 FULL FAMILY	1	141.00
Totals:	55	6,550.88

Benefit Code Totals

Payroll Run: 07/31/2026

Benefit	Count	Amount
1FICA - FICA	7	1,157.87
1MED - Medicare	7	270.79
1PFML - WA PFML EE Premium paid by ER	7	157.70
1UC - Unemployment	7	52.66
1WC - WORKERS' COMPENSATION	7	49.67
1XPFML - Adj EE Taxable Gross Wage	7	157.70
2E0 - SERS Plan 0	3	0.00
2E2 - SERS Plan 2	2	596.03
2T0 - TRS Plan 0	1	0.00
2T3 - TRS Plan 3	1	795.29
3SEBB - SEBB ER Share	3	3,921.00
Totals:	52	7,158.71

AP Check Summary with Board Certification

Shaw Island School District

Warrant Date: 07/14/2026

BOARD CERTIFICATION STATEMENT

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

As of August 18, 2026, the Board, by a _____ vote, approves payments, totaling \$13,191.75. The payments and/or voids are further identified in this document.

Total by Payment Type: BANK - AP & Payroll Warrants and ACH

Warrant Numbers 250395 through 250405, totaling \$13,191.75

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

Check Number	Vendor Name	Check Date	Check Amount
250395	Banner Bank	07/14/2026	\$791.55
250396	Bell, Becky	07/14/2026	\$1,750.00
250397	CenturyLink/Lumen	07/14/2026	\$252.17
250398	Deanna Shannon, Shaw Island SD #10	07/14/2026	\$40.86
250399	Great American Financial Services	07/14/2026	\$103.09
250400	Northwest Educational Service District #189	07/14/2026	\$3,273.00
250401	OPALCO	07/14/2026	\$341.35
250402	San Juan Island School District	07/14/2026	\$5,881.06
250403	Shaw Islanders Inc.	07/14/2026	\$225.00
250404	Sound Publishing, Inc.	07/14/2026	\$426.23
250405	Washington State Ferries	07/14/2026	\$107.44
11 Check(s) for a Total of:			\$13,191.75

Fund Summary

Fund

10 - General Fund	\$13,191.75
Total:	\$13,191.75

AP Check Summary with Board Certification

Shaw Island School District

Warrant Date: 07/23/2026

BOARD CERTIFICATION STATEMENT

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

As of August 18, 2026, the Board, by a _____ vote, approves payments, totaling \$167,489.93. The payments and/or voids are further identified in this document.

Total by Payment Type: BANK - AP & Payroll Warrants and ACH

Warrant Numbers 250406 through 250413, totaling \$167,489.93

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

Check Number	Vendor Name	Check Date	Check Amount
250406	Department of Labor & Industries	07/23/2026	\$476.62
250407	Employment Security Dept. LTC	07/23/2026	\$356.91
250408	Employment Security Dept. PFML	07/23/2026	\$496.70
250409	Employment Security Dept. UC	07/23/2026	\$163.17
250410	Harriott Valentine Engineers Inc	07/23/2026	\$77.50
250411	OPALCO	07/23/2026	\$112.06
250412	Prentiss + Balance + Wickline Architects	07/23/2026	\$1,873.20
250413	Swal'lech Construction, LLC	07/23/2026	\$163,933.77
8 Check(s) for a Total of:			\$167,489.93

Fund Summary

Fund

10 - General Fund	\$1,493.40
20 - Capital Projects Fund	\$165,996.53
Total:	\$167,489.93

4.1.3. Donations Since Previous Meeting

Teacher Housing Donations for approval 08/18/2026		
Donor	Amount	Date Rec'd
anonymous (pins at Shaw Gen Store)	265.00	8/12/2026
Gigi & Jim Allaway	800.00	8/12/2026
	1,065.00	

Budget Status Report

2025-2026

Shaw Island School District

Basis of Accounting: Cash Basis

Account Codes: Agency

Fund Code: 10

Reporting Month: July

Budget Type: Revised

Fund Description: General Fund

A. SEPT 1 BEGINNING CASH AND INVESTMENT BALANCE

G/L 200 Imprest Cash	350.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	87,493.98
G/L 250 Cash with Fiscal Agent	0.00
G/L 450 Investments	205,899.00
G/L 451 Investment/Cash With Trustee	0.00
* Subtotal - Cash and Investments	293,742.98
G/L 241 Warrants Outstanding	(8,128.13)
Total	285,614.85

B. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 LOCAL TAXES	0	0.00	0.00		0.00	0.00
2000 LOCAL SUPPORT NONTAX	15,600	586.00	26,391.61		(10,791.61)	169.18
3000 STATE - GENERAL PURPOSE	397,866	47,117.47	339,245.80		58,620.20	85.27
4000 STATE - SPECIAL PURPOSE	40,255	802.29	6,874.46		33,380.54	17.08
5000 FEDERAL - GENERAL PURPOSE	0	0.00	0.00		0.00	0.00
6000 FEDERAL - SPECIAL PURPOSE	26,500	0.00	12,898.42		13,601.58	48.67
7000 REVENUES FR OTH SCH DIST	0	0.00	0.00		0.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	0.00	0.00		0.00	0.00
9000 OTHER FINANCING SOURCES	0	0.00	0.00		0.00	0.00
Total	480,221	48,505.76	385,410.29		94,810.71	80.26

C. BEGINNING NET CASH AND INVESTMENTS PLUS REVENUES (A+B)

671,025.14

D. EXPENDITURES

00 Regular Instruction	176,823	13,207.15	177,720.89	1,547.84	(2,445.73)	101.38
10 Federal Stimulus	0	0.00	0.00	0.00	0.00	0.00
20 Special Ed Instruction	3,500	0.00	4,636.40	0.00	(1,136.40)	132.47
30 Voc. Ed Instruction	0	0.00	0.00	0.00	0.00	0.00
40 Skills Center Instruction	0	0.00	0.00	0.00	0.00	0.00
50+60 Compensatory Ed Instruct.	0	0.00	0.00	0.00	0.00	0.00
70 Other Instructional Pgms	82,425	5,189.25	51,861.52	0.00	30,563.48	62.92
80 Community Services	0	0.00	0.00	0.00	0.00	0.00
90 Support Services	228,394	21,333.28	193,873.47	0.00	34,520.53	84.89
Total	491,142	39,729.68	428,092.28	1,547.84	61,501.88	87.48

Budget Status Report

2025-2026

Shaw Island School District

Basis of Accounting: Cash Basis

Account Codes: Agency

Fund Code: 10

Reporting Month: July

Budget Type: Revised

Fund Description: General Fund

E. CURRENT CASH AND INVESTMENTS

G/L 200 Imprest Cash	1,150.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	58,977.65
G/L 250 Cash with Fiscal Agent	0.00
G/L 450 Investments	195,899.00
G/L 451 Investment/Cash With Trustee	0.00
G/L 241 Warrants Outstanding	(13,388.10)
Total	242,638.55

F. ENDING NET CASH AND INVESTMENTS

242,932.86

G. ADJUSTMENTS

(294.31)

H. TOTAL ENDING CASH & INVESTMENTS & ADJUSTMENTS

242,638.55

I. NET CHANGE IN CASH SINCE SEPT 1

(42,976.30)

Budget Status Report

2025-2026

Shaw Island School District

Basis of Accounting: Cash Basis

Account Codes: Agency

Fund Code: 20

Reporting Month: July

Budget Type: Revised

Fund Description: Capital Projects Fund

A. SEPT 1 BEGINNING CASH AND INVESTMENT BALANCE

G/L 200 Imprest Cash	0.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	17,211.63
G/L 250 Cash with Fiscal Agent	0.00
G/L 450 Investments	720,000.00
G/L 451 Investment/Cash With Trustee	0.00
* Subtotal - Cash and Investments	737,211.63
G/L 241 Warrants Outstanding	(2,077.50)
Total	735,134.13

B. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 Local Taxes	0	0.00	0.00		0.00	0.00
2000 Local Support Nontax	323,000	1,419.92	227,601.86		95,398.14	70.46
3000 State - General Purpose	0	0.00	0.00		0.00	0.00
4000 State - Special Purpose	0	0.00	0.00		0.00	0.00
5000 Federal - General Purpose	0	0.00	0.00		0.00	0.00
6000 Federal - Special Purpose	0	0.00	0.00		0.00	0.00
7000 Revenues Fr Oth Sch Dist	0	0.00	0.00		0.00	0.00
8000 Other Agencies and Associates	0	0.00	0.00		0.00	0.00
9000 Other Financing Sources	7,000	0.00	0.00		7,000.00	0.00
Total	330,000	1,419.92	227,601.86		102,398.14	68.97

C. BEGINNING NET CASH AND INVESTMENTS PLUS REVENUES (A+B)

962,735.99

D. EXPENDITURES

10 Sites	140,000	0.00	0.00	0.00	140,000.00	0.00
20 Buildings	920,000	166,130.93	556,092.37	0.00	363,907.63	60.44
30 Equipment	0	0.00	0.00	0.00	0.00	0.00
40 Energy	0	0.00	0.00	0.00	0.00	0.00
50 Sales & Lease Expenditure	0	0.00	0.00	0.00	0.00	0.00
60 Bond Issuance Expenditure	0	0.00	0.00	0.00	0.00	0.00
90 Debt	0	0.00	0.00	0.00	0.00	0.00
Total	1,060,000	166,130.93	556,092.37	0.00	503,907.63	52.46

Budget Status Report

2025-2026

Shaw Island School District

Basis of Accounting: Cash Basis

Account Codes: Agency

Fund Code: 20

Reporting Month: July

Budget Type: Revised

Fund Description: Capital Projects Fund

E. CURRENT CASH AND INVESTMENTS

G/L 200 Imprest Cash	0.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	14,026.44
G/L 250 Cash with Fiscal Agent	0.00
G/L 450 Investments	394,567.88
G/L 451 Investment/Cash With Trustee	0.00
G/L 241 Warrants Outstanding	(1,950.70)
Total	406,643.62

F. ENDING NET CASH AND INVESTMENTS

406,643.62

G. ADJUSTMENTS

0.00

H. TOTAL ENDING CASH & INVESTMENTS & ADJUSTMENTS

406,643.62

I. NET CHANGE IN CASH SINCE SEPT 1

(328,490.51)

Budget Status Report

2025-2026

Shaw Island School District

Basis of Accounting: Cash Basis

Account Codes: Agency

Fund Code: 40

Reporting Month: July

Budget Type: Revised

Fund Description: ASB Fund

A. SEPT 1 BEGINNING CASH AND INVESTMENT BALANCE

G/L 200 Imprest Cash	0.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	150.20
G/L 450 Investments	0.00
* Subtotal - Cash and Investments	150.20
G/L 241 Warrants Outstanding	0.00
Total	150.20

B. REVENUES	Annual Budget	Actual for Month	Actual for Year	Encumbrances	Balance	Percent
1000 General Student Body	0	0.00	0.00		0.00	0.00
2000 Athletics	0	0.00	0.00		0.00	0.00
3000 Classes	0	0.00	0.00		0.00	0.00
4000 Clubs	0	0.00	0.00		0.00	0.00
6000 Private Moneys	0	0.00	0.00		0.00	0.00
Total	0	0.00	0.00		0.00	0.00

C. BEGINNING NET CASH AND INVESTMENTS PLUS REVENUES (A+B)

150.20

D. EXPENDITURES

1000 General Student Body	0	0.00	0.00	0.00	0.00	0.00
2000 Athletics	0	0.00	0.00	0.00	0.00	0.00
3000 Classes	0	0.00	0.00	0.00	0.00	0.00
4000 Clubs	0	0.00	0.00	0.00	0.00	0.00
6000 Private Moneys	0	0.00	0.00	0.00	0.00	0.00
Total	0	0.00	0.00	0.00	0.00	0.00

E. CURRENT CASH AND INVESTMENTS

G/L 200 Imprest Cash	0.00
G/L 230 Cash On Hand	0.00
G/L 240 Cash On Dep w/Cou Treas	150.20
G/L 450 Investments	0.00
G/L 241 Warrants Outstanding	0.00
Total	150.20

F. ENDING NET CASH AND INVESTMENTS

150.20

G. ADJUSTMENTS

0.00

H. TOTAL ENDING CASH & INVESTMENTS & ADJUSTMENTS

150.20

Budget Status Report

2025-2026		Shaw Island School District	
Basis of Accounting: Cash Basis		Account Codes: Agency	Fund Code: 40
Reporting Month: July		Budget Type: Revised	Fund Description: ASB Fund
I. NET CHANGE IN CASH SINCE SEPT 1			0.00

INTERLOCAL AGREEMENT

BETWEEN

Northwest Educational Service District 189
(Hereinafter referred to as the **NWESD**)

1601 R Ave, Anacortes, WA 98221

(360) 299-4000

Interlocal Agreement No: 2627-6401-08

NWESD Account Code: 6401

AND

Shaw Island School District

Name (Hereinafter referred to as District)

PO Box 426

Address

Shaw Island

WA

98286

City

State

Zip

Phone: (360) 468-2570

WHEREAS, the Northwest Educational Service District 189 ("NWESD") is authorized to provide services to school districts pursuant to RCW 28A.310.180 and RCW 28A.310.200; and,

WHEREAS, the District and the NWESD are authorized to enter into interlocal agreements pursuant to Chapter 39.34 RCW, including RCW 39.34.030 and RCW 39.34.080, and pursuant to RCW 28A.320.035 and RCW 28A.320.080; and,

WHEREAS, the NWESD and the District desire to cooperatively support and maintain educational and operational technology systems necessary for the District to carry out its educational and business functions as a shared governmental service; and,

WHEREAS, the District desires to enter into an interlocal agreement with the NWESD for the provision of technology services;

NOW, THEREFORE, IT IS HEREBY AGREED that the NWESD shall receive funds from the District and shall expend such funds for the purpose of providing technology services in accordance with the terms and conditions set forth herein.

I. PURPOSE

The purpose of this Interlocal Agreement is to cooperatively support and maintain technology infrastructure and operational systems necessary for the District's educational and business operations.

II. RESPONSIBILITIES OF NWESD

In accordance with this Interlocal Agreement, the NWESD shall:

1. Provide tools, equipment, and training for District personnel for the timely delivery of preventative, diagnostic, and problem resolution support to information systems which are integral components to the data communications infrastructure (Network).
2. Provide personnel and technical support services necessary to assist the District in maintaining and operating its data communications infrastructure, including remote and on-site technology support services, during the term of this Interlocal Agreement, in accordance with the technology services

Interlocal Agreement No: 2627-6401-08

and unit funding rates identified in **Addendum A – Technology Services Schedule**. Services may include all aspects of educational technology in a K-12 environment and the application of best practices associated with supporting such systems. It is recognized that service delivery may involve a collaborative approach between NWESD and District personnel.

3. Requests for services that exceed the District's funding obligation under this Interlocal Agreement or are otherwise outside the scope of services contemplated by this Interlocal Agreement may require a written amendment to this Interlocal Agreement or a separate agreement between the parties.

III. RESPONSIBILITIES OF DISTRICT

In accordance with this Interlocal Agreement, the District shall provide

1. Designate a primary District contact authorized to coordinate with NWESD staff regarding operational decisions and support services provided under this Interlocal Agreement.
2. Provide timely, accurate, and complete information when requested by NWESD staff.
3. Provide adequate access to systems and servers that are necessary to complete assigned tasks.

If the District requests onsite support, the District also agrees to:

1. Provide services, staff, workspace and access to the District's data communications infrastructure necessary for NWESD staff to meet the requirements of the Interlocal Agreement.
2. Provide adequate access to District facilities to perform requested work. Keys and security information may be requested by the NWESD if it is determined that that level of access is required.

IV. TERM OF THE INTERLOCAL AGREEMENT

The start date of this Interlocal Agreement is September 1, 2026, and the end date is August 31, 2027. Termination is further specified in the Termination section of this Interlocal Agreement.

V. INTERLOCAL AGREEMENT OBLIGATION

The District shall provide funding for technology system services in the amount of \$7560 (*seven thousand five hundred sixty*). This funding commitment includes access to up to 48 hours of virtual technology services and up to 3 half-days of on-site technology services during the term of this Interlocal Agreement. Technology services shall be provided in accordance with the Responsibilities of NWESD and the Technology Services Schedule set forth in **Addendum A – Technology Services Schedule**.

The hours and days identified above represent the maximum service allocation available to the District during the term of this Interlocal Agreement and do not guarantee utilization of the full allocation.

VI. PAYMENT PROVISIONS

All payments to the NWESD shall be conditioned upon:

1. The NWESD timely submits to the District Fiscal Department satisfactory invoices detailing the services for requested payment.

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2. Any date(s) specified herein for payment(s) to the NWESD shall be considered extended as necessary to process and deliver payment. Such extension will not be greater than thirty (30) days following receipt of the appropriate invoices.

VII. INTERLOCAL AGREEMENT MANAGERS

NWESD Agreement Manager	District Agreement Manager
Name: Les Valsquier	Name: Deanna Shannon
Address: 1601 R Avenue Anacortes, WA 98221	Address: PO Box 426 Shaw Island WA 98286
Phone: 360-299-4061	Phone: 360-468-2570
Email: lvalsquier@nwesd.org	Email: dshannon@shaw.k12.wa.us

VIII. ADMINISTRATION

No separate legal or administrative entity is created by this Interlocal Agreement. For purposes of RCW 39.34.030(4), the NWESD shall serve as the administrator of this Interlocal Agreement.

IX. NONDISCRIMINATION/ANTI-HARASSMENT

In performing its obligations under this Interlocal Agreement the District shall comply with the NWESD, state and federal guidelines and regulations regarding nondiscrimination and harassment involving any employee/student on the basis of race, color, sex, religion, ancestry, national origin, creed, marital status, age, sexual orientation, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or use of a trained dog or service animal by a person with a disability in employment, services, or any other regards.

X. GOVERNING LAW/VENUE

The terms of this Interlocal Agreement shall be construed and interpreted in accordance with the laws of the state of Washington, without regard to conflicts of laws principles. In the event that legal action or arbitration is commenced to resolve a dispute related to this Interlocal Agreement, the venue of such action or arbitration shall be in Skagit County, Washington.

XI. CYBERSECURITY AND SECURITY INCIDENTS

The parties acknowledge that no information technology environment can be made completely secure and that cybersecurity risks may exist despite the implementation of reasonable safeguards. The NWESD does not warrant or guarantee that the District's systems, networks, devices, data, or information resources will be free from unauthorized access, cybersecurity incidents, malware, ransomware, data breaches, service interruptions, or other security events. The NWESD shall exercise reasonable care and professional judgment in providing technology services under this Interlocal Agreement. The District retains responsibility for its technology governance, cybersecurity decisions, user practices, access controls, and compliance

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obligations. The NWESD shall not be liable for cybersecurity incidents, data breaches, service interruptions, or other security events except to the extent directly caused by the gross negligence or willful misconduct of NWESD.

XII. INDEMNIFICATION/HOLD HARMLESS

The NWESD shall defend, indemnify, and hold harmless the District in full for any and all claims against the District or its employees, officials or contractors which arise from the acts or omissions of the NWESD and its employees, officials and contractors in the provision of services under this Interlocal Agreement. The District shall defend, indemnify, and hold harmless the NWESD in full for any and all claims against the NWESD or its employees, officials, or contractors which arise from the acts or omissions of the District and its employees, officials, or contractors in the provision of services under this Interlocal Agreement.

XIII. TERMINATION

This Interlocal Agreement may be terminated by either party upon ninety (90) days' prior written notice to the other party. The notice shall specify the effective date of termination. If either party fails to comply with the terms and conditions of this Interlocal Agreement, the non-breaching party may terminate this Interlocal Agreement upon thirty (30) days' written notice to the breaching party if the breach is not cured within the notice period. The parties shall cooperate in good faith to support an orderly transition of services, staff, systems, materials, and operational responsibilities upon termination of this Interlocal Agreement. Upon termination, the District shall remain responsible for payment or reimbursement of obligations, services, and authorized expenses incurred by the NWESD prior to the effective date of termination in accordance with the terms of this Interlocal Agreement.

XIV. OTHER ASSURANCES

In performing its obligations under this Interlocal Agreement, each party shall promptly comply with all laws, ordinances, orders, rules, regulations and requirements of the federal, state, county or municipal governments or any of their departments, bureaus, boards, commissions or officials concerning the subject matter of this Interlocal Agreement (the "Laws"). This provision applies to Laws currently existing or applicable to a party's duties under this Interlocal Agreement during the term of this Interlocal Agreement.

XV. ASSIGNMENT

Neither this Interlocal Agreement nor any interest therein may be assigned by the District without first obtaining the written consent of the NWESD.

XVI. DEFAULT

Either party shall be in default of this Interlocal Agreement upon the occurrence of any of the following:

1. A material representation made by either party is false or misleading;
2. Either party fails to perform its obligations under this Interlocal Agreement and such failure continues for thirty (30) calendar days after written notice to cure from the other party; or
3. Either party continues unauthorized use of the other party's systems, materials, or resources following termination of this Interlocal Agreement.

XVII. BREACH/DEFAULT WAIVER

No delay or failure on the part of the NWESD to exercise any rights under this Interlocal Agreement shall operate as a waiver of those rights. Also, the NWESD's waiver or acceptance of a partial, single or delayed performance of any term or condition of the Interlocal Agreement shall not operate as a continuing waiver or

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a waiver of any other breach of a Interlocal Agreement term or condition. No waiver shall be binding unless it is in writing and signed by the party waiving the breach.

XVIII. REMEDIES FOR DEFAULT

If either party defaults under this Interlocal Agreement, the non-defaulting party may pursue one or more of the following remedies:

1. Provide written notice of default and an opportunity to cure within thirty (30) calendar days;
2. Terminate this Interlocal Agreement in accordance with the termination provisions herein;
3. Seek equitable relief or specific performance as authorized by law; and
4. Recover reasonable attorneys' fees and costs incurred in enforcing the terms of this Interlocal Agreement, if awarded by a court of competent jurisdiction.

XIX. SEVERABILITY

If any provision of this Interlocal Agreement is determined to be invalid under any applicable statute or rule of law, it is to that extent to be deemed omitted and the balance of the Interlocal Agreement shall remain enforceable.

XX. HEADINGS

The headings of each section of this Interlocal Agreement are provided only to aid the reader. If there is any inconsistency between the heading and the content of the paragraph or the context of the Interlocal Agreement, the content or context will prevail.

XXI. INTEGRATION/MODIFICATION

This Interlocal Agreement constitutes a fully integrated document containing the full, final and binding agreement of all parties signatory and all persons claiming by or through a signator, and supersedes all other negotiations, offers or counteroffers relating to the subjects treated in this Interlocal Agreement. The Parties may amend this Interlocal Agreement only upon a writing bearing the actual signatures of the names of all the Parties or their respective, authorized representatives.

XXII. NOTICES

Any notice given under this Interlocal Agreement shall be in writing from one party to another, given only by one of the following methods: (i) personal delivery, (ii) United States first class and certified mail, return receipt requested, with postage prepaid to the recipient's business address provided on the front page of this Interlocal Agreement; or (iii) e-mail to the recipient's email address given in Interlocal Agreement Managers section. Notice shall be deemed to occur in the case of the use of the mail, when the notice is postmarked. Notice shall be deemed received on the date of personal delivery, on the second day after it is deposited in the mail or on the day sent by e-mail. A party may change the place notice is to be given by a notice to the other party. For efficiency, the parties agree that documents sent by electronic means shall be considered and treated as original documents.

XXIII. FORCE MAJEURE

A party to this Interlocal Agreement is not liable to the other party for failing to perform its obligations if such failure is a result of Acts of God (including fire, flood, earthquake or other natural disaster), war, government sanction/order/regulation, riot, terrorist attack, labor dispute, or other similar contingency beyond the reasonable control of the parties. Force Majeure does not include computer events, such as denial of service attacks or those that may occur as a result of a third party. Each party shall have backup computer

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systems to allow it to continue to perform its obligations under the Interlocal Agreement. If a party asserts Force Majeure as an excuse for failure to perform its contractual obligations, then it must prove that it took reasonable steps to minimize delay or damages caused by foreseeable events, that it substantially fulfilled all non-excused obligations and that the other party was timely notified of the likelihood of or actual occurrence of such an event.

XXIV. DISPUTE RESOLUTION

If a dispute regarding this Interlocal Agreement arises between the District and the NWESD, then the District will appoint someone to represent it, the NWESD will appoint someone to represent it, and those two parties will appoint someone as a third representative. Decisions will be made by a vote of the majority of the representatives. The dispute committee shall be limited to resolving issues pursuant to the terms of this Interlocal Agreement, and its decision(s) shall be final.

XXV. BACKGROUND CHECKS

By executing this Interlocal Agreement with the District, the NWESD represents and warrants that each of its employees or agents shall have a record check through the Washington state patrol criminal identification system in compliance with RCW 43.43.830 through 43.43.834, 10.97.030, and 10.97.050 and through the Federal Bureau of Investigation before she or he has unsupervised access to any child. The record check shall include a fingerprint check using a complete Washington state criminal identification fingerprint card.

XXVI. CRIMES AGAINST CHILDREN

The NWESD warrants that any of its employees or agents who has pled guilty or been convicted of any crime under RCW 28A.400.330 shall not have any contact with any child at a public school. Failure to comply with this section shall be grounds for immediate termination of this Interlocal Agreement.

XXVII. FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The NWESD agrees that it may create, have access to, or receive from or on behalf of the District, records or record systems that are subject to the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. Section 1232g (collectively, the "FERPA Records"). The NWESD represents, warrants, and agrees that it will: (1) hold the FERPA Records in strict confidence and will not use or disclose the FERPA Records except as (a) permitted or required by this Interlocal Agreement, (b) required by law, or (c) otherwise authorized by the District in writing; (2) safeguard the FERPA Records according to commercially reasonable administrative, physical and technical standards that are no less rigorous than the standards by which the NWESD protects its own confidential information; and (3) continually monitor its operations and take any action reasonably necessary to assure that the FERPA Records are safeguarded in accordance with the terms of this Interlocal Agreement.

XXVIII. FILING

Pursuant to RCW 39.34.040, this Interlocal Agreement shall be filed with the appropriate county auditor or posted on the NWESD's public website as required by law prior to its entry into force.

XXIX. AUTHORITY

The terms and conditions of this Interlocal Agreement to which the parties agree are being entered into by appropriate resolutions of the respective boards of directors of the NWESD and the District.

XXX. SIGNATURES/APPROVALS

The undersigned represent and warrant that they are authorized to enter into this Interlocal Agreement on behalf of the parties.

Board Approval Date: _____

OR Resolution number and date of board delegation of authority to sign Interlocal Agreements.

Resolution Number: _____ and Date Resolution was signed: _____

Dr. Ismael Vivanco, Superintendent Date
Northwest Educational Service District 189

Dr. Becky Bell, Superintendent Date
Shaw Island School District

NWESD Internal Approvals:	DS
	
Fiscal:	Initial
	
Program Manager:	

Addendum A
Technology Services Schedule

This Addendum A is part of the Interlocal Agreement between the Northwest Educational Service District 189 ("NWESD") and the Shaw Island School District.

The following technology services and unit funding commitments are available through the NWESD. Services provided under this Interlocal Agreement are subject to the funding commitment and service allocations identified in Section V. Certain additional services may be available through a separate agreement or amendment as noted below.

Service Type	Unit of Service	Unit Rate
Virtual Technology Support	1 hour of remote technology support services	\$120
Half-Day Technology Support	3 hours onsite support	\$600
Full-Day Technology Support	6 hours onsite support	\$1,100
Cybersecurity Assessment*	District cybersecurity review and recommendations, including up to 6 hours onsite and 6 hours virtual support	\$1,800

** Requires a separate agreement or amendment and is not included within the technology service commitments provided under this Interlocal Agreement.*

Dr. Ismael Vivanco, Superintendent Date
Northwest Educational Service District 189

Dr. Becky Bell, Superintendent Date
Shaw Island School District

SHAW ISLAND SCHOOL DISTRICT 10
CERTIFICATED EMPLOYEE'S CONTRACT
2026-27 SCHOOL YEAR

It is hereby agreed by and between the board of directors of Shaw Island School District No. 10, of San Juan County, State of Washington, hereinafter called the district, and Diane C. Clifton hereinafter called the employee, that in accordance with action of the board of directors of said district as found in the minutes of the meeting held on the 18th day of August, 2026, said employee shall teach and/or perform other assigned professional services in the public school of said district and perform such duties as are prescribed by the laws of the State of Washington and by the rules and regulations made thereunder pertaining to said district, for one year, which shall include 184 days of service exclusive of holidays and vacations. The position of said employee shall be that of teacher with it understood that said employee shall be subject to assignment or reassignment by the board of directors of the district or its delegated administrative authority. Duties under this contract are to begin on the 24th day of August, 2026, and end on the 14th day of June 2027.

Said employee is to receive an annual salary of \$125,713 (one hundred twenty-five thousand seven hundred thirteen dollars) for 184 work days. Said salary is to be paid in twelve installments with the first installment being paid on or before the first day of October 2026; the following installments on or before the first day of each succeeding calendar month.

The employee will receive twelve (12) days annual leave for illness, injury, and emergency leave. Unused days shall accumulate to the extent allowed by law. The employee shall be allocated three (3) personal days with pay per year to be used for personal business. The employee determines what constitutes personal business. Notification shall be made in advance, if possible, to the employee's supervisor (except in cases of emergency). Employees may carry a balance of unused personal days not to exceed five (5) days in any contract year. Utilization of personal days in excess of two days in a row or attached to a holiday requires the prior approval of the employee's supervisor, and approval is contingent upon the availability of substitute teachers. The employee may receive Bereavement Leave Up to five (5) days per occurrence with pay for bereavement of a relative or close personal friend who has the status of a family member. Such leave is non-cumulative.

Regular building hours are sixty (60) minutes longer than the student day. The district will determine the starting and dismissal times for students. The normal workday shall be 7 ½ hours in length. All workdays start at 8:00 AM and end at 3:30 PM. The time before student start time shall not be used for regularly scheduled meetings and trainings.

The employee may participate in the state sponsored insurance programs offered through the State Employees Benefits Board (SEBB). The employee may also participate in limited additional insurance programs available through SEBB and through the district.

If this contract is not signed by said employee and returned to the business office of the school district on or before August 21, 2026 the board reserves the right to withdraw this offer. The employee further affirms that he or she is not bound by any other contract, which might interfere with the performance of duties.

This contract is contingent upon receipt of a satisfactory criminal background report, authorization to work in the United States, a valid Washington teaching certificate, and verification of previous experience and academic credits.

IN WITNESS WHEREOF, we have hereunto subscribed our names this 18th Day August 2026:

Teacher’s certification number: 455653F

Social Security Number: -9632

Attest: _____
Superintendent

Shaw Island School District No. 10
San Juan County

Employee Date: _____

Address

**SHAW ISLAND SCHOOL BOARD CALENDAR
2026-2027
APPROVED: TBD**

Aug 18, 2026	3:10 Regular Meeting Approve School Board Calendar
Sep 15, 2026	3:10 Regular Meeting Report on School Opening Approval Minimum Basic Education Requirements Superintendent's Goals (If applicable)
Oct 13, 2026	3:10 Regular Meeting Update School Board Operating Principles Approve SIP
Nov 17, 2026	3:10 Regular Meeting Review End of Year Financial Report (F-196) Annual Review of Safety Program Approval of Annual School Performance Report
Dec 15, 2026	3:10 Regular Meeting Annual Organization Meeting/Election of Officers VEBA Annual Renewal
Jan 12, 2027	3:10 Regular Meeting Annual Goals/Objectives Development Board Retreat This Month Superintendent Mid-Year Evaluation (Exec Session)(If applicable)
Feb 9, 2027	3:10 Regular Meeting Commitment to Superintendent's Contract (If applicable) Review SIP Board Self Evaluation
Mar 16, 2027	3:10 Regular Meeting Review Proposed School Calendar Mid-Year Budget Status Review New Superintendent Search Initiated If Necessary (If applicable)
Apr 13, 2027	3:10 Regular Meeting Budget Study Session: Assumption and Parameters RIFF (If Applicable, Due by May 15) Approve School Calendar
May 18, 2027	3:10 Regular Meeting Budget Study Session: Assumption and Parameters - Continued
Jun 15, 2027	3:10 Regular Meeting Preliminary Review of Final Budget End-of – Year Review of School Improvement Plan Superintendent End-of-Year Performance Evaluation (If applicable) Final Approval of Superintendent's Contract (If applicable)
Jul 13, 2027	3:10 Regular Meeting Budget Hearing/approval