

From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 01/05/2015 08:07:30 AM
To: finnie@skitsap.wednet.edu
Subject: Randy Hathaway Fellowship Application
Attachments: HathawayFellowshipApp_2015.pdf

Greetings WSPA Members,

WSPA is pleased to announce that applications for the ***Randy Hathaway Fellowship Awards*** are being accepted now through January 31, 2015. Please read the attached application carefully and, if you meet the qualifications and would like to apply, you may complete the form along with the necessary paperwork and return as indicated prior to the deadline.

WSPA will once again award 6 - \$860 HELP Fellowships and 10 - \$500 Tuition Assistance Fellowships.

If you have questions please contact us at info@wspa.net.

Thank you,

Washington School Personnel Association

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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Washington School Personnel Association
Randy Hathaway Fellowship Application-2015

Randy Hathaway fellowships are open to individuals who are currently WSPA members and have belonged to the organization for at least one membership year prior to the 2014-2015 year. These competitive non-continuing fellowships are available for the purpose of supporting the recipients' educational growth in the area of Human Resources. Six HELP tuition fellowships of \$860 each are available to be awarded 1 per WSPA Region. Ten \$500 fellowships are available to use toward college tuition or college credits related to the field of human resources. Awards must be used within 2 years after award is received. Awards for the 2015 Fellowship year must be used prior to August 31, 2017.

Note to the candidate: Please submit this application and the supporting information requested below to WSPA via email to admin@wspa.net; or via fax to the WSPA office at 253-736-0333 or via mail to WSPA, PO Box 45470, Tacoma, WA. 98448. **The application deadline is January 31, 2015.**

Applicant Name: _____

School District/Other: _____

Position: _____

Business Address: _____

Business Telephone: _____

Number of years you have been a WSPA member: _____. You must be a current WSPA member to apply and have had a minimum of one prior year's membership within the last 5 years.

Please indicate whether financial aid is necessary to attend HELP, **AND/OR** for the college education related to the human resources profession.

- \$860 HELP fellowship applying through Region _____ (**indicate your region #**).
- \$500 tuition and/or credit fellowship (may be used for any University program)

Note: You may apply for both fellowships however only one will be awarded per person, per year.

Provide the following information:

(1.) Write a one page narrative describing the purpose for your application. For example, enroll in HELP, or your plans for obtaining a degree and/or credits pertaining to the human resources profession. Provide details of acceptance in, or current enrollment in, the WSPA HELP program, or a formal educational training program leading to a BA (or advanced degree) in teaching or in a field that would assist you in the personnel/human resource(s) area.

(2.) Provide 2 written letters of recommendation in support of your application for the Fellowship. A minimum of one letter of recommendation must be from a current supervisor.

I certify that information included in this application for the WSPA fellowship to be true and correct.

Signature of applicant

Date of application

From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 01/05/2015 09:31:05 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA Retirees

Greetings WSPA Members,

WSPA would like to recognize any WSPA retirees at this year's Annual Conference. If you are a WSPA member, or know of a WSPA member, who has been a member for at least one year and is retiring, please send me their name, their anticipated date of retirement, and school district.

I will need this information no later than January 23, 2015.

Thank you for your assistance.

Chris Callaham

WSPA Executive Assistant

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From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 01/05/2015 06:03:04 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA Webinars Registration NOW OPEN

WSPA Webinar Registration NOW OPEN at www.wspa.net

NEW THIS YEAR - WSPA has lowered the price of webinars for members to \$50. The length of webinars will range from 1 hour to 3 hours. Any webinar lasting 3 hours will be eligible for clock hours.

Don't delay our first webinar is ***Friday, January 16, 2015 beginning at 9:00-12:00 on the topic of Investigations and Discipline.***

Other topics include:

Writing Discipline Letters

Transgender Accommodations

ADA Accommodations

Handling Difficult Attendance Issues

FMLA Leaves

Sick Leave Sharing

Pregnancy Laws/Discrimination

Substitute Employees

Wage and Hour Laws 101

[Click here for registration and information](#)

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From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 01/08/2015 11:43:52 AM
To: finnie@skitsap.wednet.edu
Subject: Webinar - ADA Accommodations Form Submitted

Thank you for registering to attend the WSPA Webinar - ADA Accommodations which will be held on Friday, February 27, 2015 beginning at 9:00 am.

IMPORTANT:

You are only allowed one Go To Webinar login per registration. If you would like to purchase additional logins please contact admin@wspa.net.

If you made payment with a credit card, please print this confirmation as your proof of payment and receipt. If you chose to pay by invoice, an invoice will be emailed to you separately.

Organization: South Kitsap School District

Contact Name: Lynn Finnie

Contact Email: finnie@skitsap.wednet.edu

Date:01/08/2015 14:43:50

ID:8601976

Amount:\$50.00

Payment Method:Credit Card

From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 01/12/2015 10:30:24 AM
To: finnie@skitsap.wednet.edu
Subject: Webinar - Substitute Employees Form Submitted

Thank you for registering to attend the WSPA Webinar - Substitute Employees which will be held on Friday, April 17, 2015 beginning at 9:00 am.

IMPORTANT:

You are only allowed one Go To Webinar login per registration. If you would like to purchase additional logins please contact admin@wspa.net.

If you made payment with a credit card, please print this confirmation as your proof of payment and receipt. If you chose to pay by invoice, an invoice will be emailed to you separately.

Organization: South Kitsap School District

Contact Name: Lynn Finnie

Contact Email: finnie@skitsap.wednet.edu

Date:01/12/2015 13:30:13

ID:8619116

Amount:\$50.00

Payment Method:Credit Card

From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 01/12/2015 07:06:42 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA Webinars Available for Registration

Greetings:

Registration is now open to attend WSPA 2015 Webinars. The remaining 6 webinars have been added to our website.

Those webinars include:

Handling Difficult Attendance Issues

FMLA Leaves

Sick Leave Sharing

Pregnancy Laws/Discrimination

Substitute Employees

Wage and Hour Laws 101

Please visit our webinar main page to register for these webinars along with the January and February webinars previously listed.

- [Webinar Information and Registration](#)

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: wood@skitsap.wednet.edu
Sent time: 01/14/2015 11:49:46 AM
To: finnie@skitsap.wednet.edu
Subject: Registration-Recruitment

Hi Lynn,

Could you please register us for the following events at your earliest convenience. Once you have done so, could you please forward me the confirmation. Also, please put my name on the contact information for all events, hotels, etc...as they will send pertinent information periodically. That way it doesn't get lost in the shuffle, especially if you aren't in.

Some may ask if we would like access to Wi-Fi, plugs, etc...if there is no charge, please say yes. If there is an additional charge, let me know first.

I will have further registrations soon, along with hotel, airfare, car information.

Please let me know if you have any questions.

Thank you so much for all your help with this! I appreciate it!

CWU Career Fair

https://www.experience.com/emp/cf_details?fhnd=6987

Recruiters: 3

WSPA Career fair (BOTH Spokane and Tacoma)

<http://www.wspa.net/>

2 tables at both events

Recruiters: 9

U of Montana Educators' Career Fair (Multi-State)

<http://www.umt.edu/career/CareerFairs/EducatorsCF/default.php>

For all day on Monday, April 20th

Recruiters: 8

Brooke Wood

Employment Services Specialist-HR

SOUTH KITSAP SCHOOL DISTRICT

2689 Hoover Ave SE

Port Orchard WA 98366

Office: 360.874.7074

Fax: 360.874.7076

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From: wood@skitsap.wednet.edu
Sent time: 01/15/2015 03:47:42 PM
To: finnie@skitsap.wednet.edu
Subject: FW: Registration-Recruitment

Oregon Professional Fair
<https://www.oregonedfair.com/>
Recruiters: 6

Thank you!

Brooke

From: Wood, Brooke
Sent: Wednesday, January 14, 2015 11:50 AM
To: Finnie, Lynn
Subject: Registration-Recruitment
Importance: High

Hi Lynn,

Could you please register us for the following events at your earliest convenience. Once you have done so, could you please forward me the confirmation. Also, please put my name on the contact information for all events, hotels, etc...as they will send pertinent information periodically. That way it doesn't get lost in the shuffle, especially if you aren't in.

Some may ask if we would like access to Wi-Fi, plugs, etc...if there is no charge, please say yes. If there is an additional charge, let me know first.

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Thank you so much for all your help with this! I appreciate it!

CWU Career Fair
https://www.experience.com/emp/cf_details?fhnd=6987
Recruiters: 3

WSPA Career fair (BOTH Spokane and Tacoma)
<http://www.wspa.net/>
2 tables at both events
Recruiters: 9

U of Montana Educators' Career Fair (Multi-State)
<http://www.umt.edu/career/CareerFairs/EducatorsCF/default.php>
For all day on Monday, April 20th
Recruiters: 8

Brooke Wood
Employment Services Specialist-HR

SOUTH KITSAP SCHOOL DISTRICT
2689 Hoover Ave SE
Port Orchard WA 98366
Office: 360.874.7074
Fax: 360.874.7076

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From: Tennille Jeffries-Simmons <waspa@memberclicks-mail.net>
Sent time: 01/22/2015 08:50:28 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA Annual Conference

Greetings, WSPA Members:

Do not forget to register for the 2015 Annual Conference which will be held February 23, 2015 through February 25, 2015 in Spokane at the Davenport Hotel. The location and accommodations will provide you with a wonderful opportunity to experience Spokane, and the slate of presenters and topics will provide any member of your Human Resources department or district administration with the excellent professional development you have come to expect from the Washington School Personnel Association.

The conference committee is excited about what we have to offer you in February, and we look forward to seeing you next month!

Sincerely,

Tennille Jeffries-Simmons

2014-2015 WSPA President

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: nystrom@skitsap.wednet.edu

Sent time: 01/26/2015 09:03:00 AM

To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu; haukli@skitsap.wednet.edu; malloy@skitsap.wednet.edu; olsonla@skitsap.wednet.edu; wood@skitsap.wednet.edu

Subject: WSPA-regional

Hi,

I plan to attend the WSPA regional meeting on Friday at 9:00 at CKSD. Let me know if anyone wants to go. (I already have a yes from Brooke).

Christine Nystrom

Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366
360-874-7071

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From: wood@skitsap.wednet.edu
Sent time: 01/30/2015 01:41:49 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Conference

Hi Finnie,

Here is the link for the conference registration and the hotel. It's the Historic Davenport Hotel. They only have a limited amount of rooms available, so if you can book this ASAP, that would be awesome. Double bed, Bree and I will share a room.

Thank you.

<http://www.wspa.net/annual-conference-2015>

Brooke Wood
Employment Services Specialist-HR

SOUTH KITSAP SCHOOL DISTRICT
2689 Hoover Ave SE
Port Orchard WA 98366
Office: 360.874.7074
Fax: 360.874.7076

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From: wood@skitsap.wednet.edu
Sent time: 02/03/2015 12:35:00 PM
To: finnie@skitsap.wednet.edu
Subject: Registrations

Hi Finnie,

I haven't received any confirmations for registration, airfare, WSPA conferences, etc...Are you using my email?

Thank you!

Brooke Wood
Employment Services Specialist-HR

SOUTH KITSAP SCHOOL DISTRICT
2689 Hoover Ave SE
Port Orchard WA 98366
Office: 360.874.7074
Fax: 360.874.7076

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From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 02/06/2015 04:00:20 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Annual Conference Register OTHERS Form Submitted

Greetings,

Thank you for registering other district personnel to attend the WSPA Annual Conference in Spokane, Washington beginning February 22, 2015.

WSPA will be using the information you provided to complete those registrations for the individuals listed on the form. When their registration is complete they will be receiving a copy of the invoice and/or a copy of the receipt (if payment is requested to be made by credit card). Please alert them to look for those emails shortly.

Conference Materials will be available electronically. Each registrant will receive email notice closer to the start date of the conference with instructions on how to access those materials.

Thank you for your registration,

Washington School Personnel Association

From: admin@wspa.net
Sent time: 02/10/2015 05:16:34 PM
To: Finnie, Lynn (finnie@skitsap.wednet.edu) <finnie@skitsap.wednet.edu>
Subject: WSPA Online Registrations
Attachments: Malloy Inv.pdf Wood Inv.pdf

Lynn,

I have completed the registrations for Brook and Breanna. Please find their paid invoices attached.

Thank you,

Chris Callaham

Ms. Chris Callaham
Executive Assistant
Washington School Personnel Association

Mailing: PO Box 45470 , Tacoma, WA 98448
Phone: 360-825-1415 **Fax:** 253-736-0333
info@wspa.net, www.wspa.net





PO Box 45470
Tacoma, WA 98448

Invoice

Date	Invoice #
2/10/2015	8814509

Bill To

PAID

South Kitsap School District
Attn: Accounts Payable
1962 Hoover Ave SE
Port Orchard, WA 98366

Quantity	Description	Rate	Amount
	Breanna Malloy- WSPA annual Conference Registration Fee, Spokane, Washington February 23-25, 2015	350.00	350.00
		Total	\$350.00
Phone #	Fax #	Web Site	Payments/Credits \$-350.00
360-825-1415	253-736-0333	www.wspsa.net	
			Balance Due \$0.00



PO Box 45470
Tacoma, WA 98448

Invoice

Date	Invoice #
2/10/2015	8814498

Bill To

PAID

South Kitsap School District
Attn: Accounts Payable
1962 Hoover Ave SE
Port Orchard, WA 98366

Quantity	Description	Rate	Amount
	Brooke Wood- WSPA annual Conference Registration Fee, Spokane, Washington February 23-25, 2015	350.00	350.00
		Total	\$350.00
Phone #	Fax #	Web Site	Payments/Credits \$-350.00
360-825-1415	253-736-0333	www.wspsa.net	
			Balance Due \$0.00

From: nystrom@skitsap.wednet.edu
Sent time: 02/12/2015 04:26:13 PM
To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu; haukli@skitsap.wednet.edu; malloy@skitsap.wednet.edu; olsonla@skitsap.wednet.edu; wood@skitsap.wednet.edu
Subject: FW: WSPA Conference Auction

Hi,

Each year during the annual conference baskets are auctioned off as a fund raiser for WSPA scholarships... and it is that time again to think of a basket idea from our region. See the note from Denise, our region rep below. Please let me know if you have any basket ideas you want to pass along to Denise. Once an idea has been selected, we usually add items to it. ☺

Christine Nystrom

Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu

☎ (360) 874-7071

📠 (360) 874-7076

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From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]

Sent: Thursday, February 12, 2015 4:04 PM

To: Nystrom, Christine

Subject: WSPA Conference Auction

Hello all!

It's that time again to share your creativity, great ideas and thoughts for our Region 5 auction item(s). Below is an email from Barb Wright in Spokane requesting info on what we will be providing for a raffle this year. Please let me know via email response what you would love to see from our team this year. Last year we had a basket with a variety of goodies from all over our Region.

I look forward to hearing from you..... :)

Denise

Hello again WSPA Region Leaders – just checking in regarding your regions' auction items! Barb Wright here (retired, Spokane) reminding each of you of the opportunity to showcase your region through your contribution to the traditional WSPA conference silent auction!! I am this conference's auction coordinator and am looking forward to setting up auction tables at the beautiful Davenport Hotel to display your creative items.

In the past we have seen glorious wine/goodies baskets, tickets to special events, art work, gift cards and travel certificates – just for some ideas. It is totally up to you and your regions.

I look forward to hearing from you so I know what I need in order to showcase your auction items. I am making signs and sheets, so any info you can give me is helpful.

Thanks in advance for your assistance. Let me know if you have any questions. We'll see you in Spokane at the Davenport Hotel, February 23-26th.

Barb Wright

bwrightllc@comcast.net

509 892 4046

This email was sent to nystrom@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: WSPA Region 5 Rep <waspa@memberclicks-mail.net>
Sent time: 02/12/2015 04:04:10 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Conference Auction

Hello all!

It's that time again to share your creativity, great ideas and thoughts for our Region 5 auction item(s). Below is an email from Barb Wright in Spokane requesting info on what we will be providing for a raffle this year. Please let me know via email response what you would love to see from our team this year. Last year we had a basket with a variety of goodies from all over our Region.

I look forward to hearing from you..... :)

Denise

Hello again WSPA Region Leaders – just checking in regarding your regions' auction items! Barb Wright here (retired, Spokane) reminding each of you of the opportunity to showcase your region through your contribution to the traditional WSPA conference silent auction!! I am this conference's auction coordinator and am looking forward to setting up auction tables at the beautiful Davenport Hotel to display your creative items.

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I look forward to hearing from you so I know what I need in order to showcase your auction items. I am making signs and sheets, so any info you can give me is helpful.

Thanks in advance for your assistance. Let me know if you have any questions. We'll see you in Spokane at the Davenport Hotel, February 23-26th.

Barb Wright

bwrightllc@comcast.net

509 892 4046

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: malloy@skitsap.wednet.edu
Sent time: 02/20/2015 08:23:14 AM
To: finnie@skitsap.wednet.edu
Subject: FW:

WTF

Bree Malloy
HR Specialist - Certificated & Classified Support
2689 Hoover Avenue SE
Port Orchard, WA 98366
(360) 874-7079
Fax: (360) 874-7076
Email: malloy@skitsap.wednet.edu

-----Original Message-----

From: Brooke [mailto:brookewood76@yahoo.com]
Sent: Friday, February 20, 2015 7:27 AM
To: Malloy, Bree
Subject:

I'm out today. Bad migraine. Will you do me a favor? Forward my phone to finnie since we will be gone til next week. Also check with her if we will need to bring the procurement card or if the room is totally taken care of and they don't need it at check in.

Also I wasn't able to print any wspa stuff. Can you do that for me and grab one of the binders from my recruit cabinet? Also I have that book I take notes in. With the flowers on front? Can you bring me that too?? Thank you!

Sent from my iPhone

From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 02/20/2015 08:46:03 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Hello WSPA members!

A few member requests for you. Excited to see you at annual conference!

Cheri Hansen from Arlington School District is looking for exit interview questions and surveys for both certificated and classified staff.

Please send your response directly to: chansen@asd.wednet.edu

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: olsonla@skitsap.wednet.edu
Sent time: 02/23/2015 01:32:16 PM
To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu; haukli@skitsap.wednet.edu; malloy@skitsap.wednet.edu; nystrom@skitsap.wednet.edu; wood@skitsap.wednet.edu
Subject: FW: MEMBER REQUEST

I've responded to this one.

Lalaina Olson
Certificated HR Specialist
South Kitsap School District
Ph: 360-874-7083
Fax: 360-874-7076
Email: olsonla@skitsap.wednet.edu

From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Friday, February 20, 2015 8:48 AM
To: Olson, Lalaina
Subject: MEMBER REQUEST

Hello WSPA members!

A few member requests for you. Excited to see you at annual conference!

Cheri Hansen from Arlington School District is looking for exit interview questions and surveys for both certificated and classified staff.

Please send your response directly to: chansen@asd.wednet.edu

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to olsonla@skitsap.wednet.edu by cleonard@wspa.net

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From: nystrom@skitsap.wednet.edu
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To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu; haukli@skitsap.wednet.edu; malloy@skitsap.wednet.edu; olsonla@skitsap.wednet.edu; wood@skitsap.wednet.edu
Subject: FW: Reminder: ADA Accommodations starts in 1 Day

Tomorrow I am participating in the WSPA ADA webinar from 9-12 in the extra office. Please feel to join me if you want to experience 3 hrs of fun. ☺

Christine Nystrom
Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366
✉ nystrom@skitsap.wednet.edu
☎ (360) 874-7071
📠 (360) 874-7076

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From: Curtis Leonard [mailto:customer@gotowebinar.com]
Sent: Thursday, February 26, 2015 9:03 AM
To: Nystrom, Christine
Subject: Reminder: ADA Accommodations starts in 1 Day

Dear Christine,
This is a reminder that "ADA Accommodations" will begin in 1 Day on:
Fri, Feb 27, 2015 9:00 AM - 12:00 PM PST
[Add to Calendar](#)
Please send your questions, comments and feedback to: cleonard@wspa.net
How to Join the Webinar
1. Click the link to join the webinar at the specified time and date:
<https://global.gotowebinar.com/join/1871943098821474561/684728296>
Note: This link should not be shared with others; it is unique to you.
2. Choose one of the following audio options:
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When the webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.
--OR--
TO USE YOUR TELEPHONE:
If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.
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Toll: +1 (415) 655-0051
Access Code: 730-531-816
Audio PIN: Shown after joining the webinar
Webinar ID: 147-964-715
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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 02/27/2015 08:39:36 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Dear WSPA Members:

Another set of WSPA member requests. Thanks for your help in finding answers to these questions.

Marie Holloman from Northwest Educational Service District is looking for job descriptions and salary ranges for school psychologists.

Please send your response directly to: mholloman@nwesd.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 02/27/2015 08:48:47 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Last member request of the week and it comes from WSPA!

Curtis Leonard from WSPA is wondering if your district has any guidelines or policies governing how your districts deals with disclosure "hits" from applicants AND volunteers. I am particularly looking for any process you might have to notify or meet with the applicant, time periods that they might need to wait to reapply, guidelines about the types of violations, etc. A quick response, or send me your policies if you have them in writing.

Please send your responses directly to: cleonard@wspa.net

Thanks - I will be gathering and sharing at a latter date,

Curtis

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From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 02/27/2015 02:54:04 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Board Nominations for 2015-2016

Greetings WSPA Members,

The WSPA Board elections will take place next month. **We are currently seeking nominations for the following open board positions:**

WSPA Incoming President (3 year term)

WSPA Secretary (2 year term)

WSPA Treasurer (3 year term)

All newly elected board members will be invited to attend our annual board retreat June 4-5, 2015. The official start date of all elected terms will begin July 1, 2015.

If you would like a description of the office, please refer to the WSPA Bylaws which are located on our website under the "about us" link.

If you would like to run for any of the above offices, or would like to nominate someone to run for open positions, please contact us at admin@wspa.net.

Region Elections will also be held at a regional level in the near future. We have region representative open positions as follows:

Region 1 Representative

Region 2 Co-Representative

Region 3 Representative

Region 4 Co-Representative

Region 5 Representative

Region 6 Co-Representative

Please contact your region representative if you are interested in becoming a region rep or you can contact me at admin@wspa.net and I will be happy to forward your interest for you. All region positions are two year terms. Newly elected region representatives will also be invited to attend our board retreat and your position will begin on July 1, 2015.

WSPA will take nominations for board positions of Incoming President, Secretary and Treasurer through March 13, 2015. Elections will be held the week of March 16, 2015.

Thank you,

Chris Callaham
WSPA Executive Assistant

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 03/06/2015 08:15:06 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Greetings WSPA members!

Janet Hodson from Federal Way School District is asking where districts store disclosure statements and OSPI fingerprint letters that are returned because there has been a criminal record from former employees/applicants/volunteers. Do districts put them in the employee file, file electronically in a folder, keep in a separate file drawer?

Please send your response directly to: jhodson@fwps.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 03/16/2015 08:47:36 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA 2015-2016 Board Elections - VOTING IS OPEN
Attachments: WSPA_Statements_for_Board_Nominations.pdf

Greetings WSPA Members,

Voting is now open for the 2015-2016 Executive Board Nominations. Please take a moment to review the attached statements from candidates. Statements are not a requirement to run for an open position and are attached for your information only.

The link for the voting form can be found below and also at our website at www.wspa.net under the Announcements section of the home page.

Voting will remain open until March 20th at 5:00 p.m. You must login to vote and you can only vote once.

Region elections will be held at the region level after the conclusion of the Executive Board Elections for President, Secretary and Treasurer.

- [2015-2016 Board Elections](#)

Thank you,

Washington School Personnel Association

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WSPA Statements for Board Nominations

Incoming President:

Debby Carter – Edmonds School District

I have been the Edmonds School District's Executive Director of Human Resources for the past 8 ½ years. In this role, I oversee the operations of human resources, data management, payroll and benefits. Previously, I was the Classified HR Director at Edmonds for 6 years and worked at the Tumwater School District for 14 years. In all three roles, I have served as the lead bargainer and worked closely with various employee groups, as well as performed all aspects of human resources management.

I have been an active member of WSPA for more than 20 years and am extremely proud to be a graduate of the HELP program. My affiliation with WSPA has greatly benefited my career and professional life. It is because of WSPA's focus on supporting its members through professional development, access to resources, and networking that I want to serve on the WSPA Board. I believe I can contribute to the organization's mission and continue to be a strong advocate for service and support to human resources and personnel professionals in our state.

I have been fortunate to serve as the Board's secretary and have previously been a region representative. I have served on the HELP advisory committee since its inception. I have also taught HELP classes and served as a mentor. I have participated on several conference planning teams and have presented at annual conferences. These experiences have given me a broad perspective of the critical role WSPA can provide and the variety of services and support needed. I believe my active participation and knowledge of the organization can serve WSPA well in the role of President-elect.

Why am I running to continue to serve on the Board? Not only do I want to give back to the organization that has given me so much, but I see a need for consistent leadership and oversight. I want to be part of the team committed to continuous improvement as we work to understand and meet the needs of our members. As a Board member I want to: build on the work that has begun over the past few years regarding relevant and affordable professional development; be responsive to new member services and support; maintain efficient and strategic use of our resources; and continue to be a voice in legislative and policy issues.

I am enthusiastic about the opportunity to continue on the Board and the contributions I can make in keeping our Association relevant and meaningful and would ask for your support.

Heather Crail – Wenatchee School District

I have 20 years as a HR professional, mostly in private industry. Currently, I have been the Director of Human Recourse for the Wenatchee School District for 5 years. I have my Bachelor's degree from CW and a Professional Certificate in HR

I hope my experience from the private industry combined with school HR can be beneficial to the WSPA organization.

Janet Hodson – Federal Way School District

I have worked in public education since 1978j. For the past twenty years I have been working in Human Resources and attending classes to have a complete understanding of the various functions that are the responsibility of a human resources department.

I am currently employed as Director for Employment Services for the Federal Way School District. I completed the three-year WSPA Human Resources Educational Leadership Program where I earned a Human Resource Specialist Certificate. While serving a 2-year term as Co-Rep for Region IV, we surveyed our region to promote

WSPA_Statements_for_Board_Nominations.pdf

more involvement in regional meetings and began dividing the meeting location from the Renton SD office to half the meetings being located in the Fife/Tacoma area.

I have demonstrated good written and oral communication skills, as well as effective working relationships with my staff, principals, and the various departments within the district. I have applied my skills successfully to numerous teamwork and committee projects in the human resources department. I maintain an excellent rapport with certificated and classified employees while working through sensitive employment and payroll issues. I am involved in a variety of human resource activities such as: labor management, bargaining, ADA, leaves, professional development, absence tracking, and interpreting and implementing four collective bargaining agreements, as well as the Washington Administrative Code (WAC) and Revised Code of Washington (RCW) that govern school districts. I have been the HR lead for the computer conversion and any related issues that involve our integrated financial accounting system.

I look forward to the opportunity to serve on the board as president-elect.

Mike Johnson – Arlington Public Schools

Board Secretary:

Valerie Burkhauser – Auburn School District

My name is Valerie Burkhauser and I am an auditor and data analyst for the Auburn School District. I have been with ASD for 11 years, nine of which have been in HR. I am interested in running for the position of secretary for WSPA as I see it as a way to give back to an organization which provides so much to both individuals and districts alike. I am a H.E.L.P. graduate and was on the planning committee for the 2010 spring conference. I am a team player, like to think outside the box and am always looking for ways to make processes more efficient for all those concerned.

My husband and I have two daughters, both away at college so the only "kids" left at home are our two dogs. I enjoy traveling, gardening, all forms of needlework and taking college classes on my way to earning my degree.

As I previously stated I appreciate all the benefits that I have personally gained through WSPA events and feel that the position of secretary would be a rewarding way for me to give back. Thank you.

Denise Kennedy – Bremerton School District

Hello! My name is Denise Kennedy and I am running for the position of Secretary for the Washington Schools Personnel Association. I have been a member of WSPA since 2006, when I began in School Human Resources. I just completed the Human Resources Educational Leadership Program (HELP) in July of 2014. I have been serving as our Region 5 Representative beginning in June of 2013.

As my two year term as Region Rep draws to a close, I am very excited for the possibility to continue my service on the WSPA Board as Secretary. The impact WSPA has had on my career is immeasurable. Serving in this capacity allows me to continue to give back to this valuable organization and encourage others to do the same.

Thank you for considering me for Secretary for WSPA!

Board Treasurer:**Cathi Brinck Price – Tacoma Public Schools**

I am interested in representing you as Treasurer on our Association board for the 2015-2018 term. While serving as a Region 4 Co-Representative this past term, I have learned a great deal about the work all of us in Human Resource roles do, and the Association's work on our behalf. The idea of continuing to serve those we represent through my involvement with WSPA is exciting!

I am currently a Human Resources Generalist in the Tacoma Public Schools, and have held increasingly responsible positions within HR in Kent and Puyallup; and in private industry before I entered the world of education. In each of my positions my responsibilities included maintaining accurate records, and auditing and reporting, as well as timely communication of the status of a project or situation. The added experience I will bring in supporting the board and organization will be a balance of new ideas and collaboration.

Thank you for considering me as our Association's next board Treasurer.

Lisa Turner – Wenatchee School District

I currently serve in the role of Executive Director of Human Resources at Wenatchee School District. I was joined the District in 2007 as the HR Director working primarily with the classified staff. In 2010 I assumed the role of Executive Director after Steve Cole returned to Yakima. Prior to the coming to the school district, I worked in the private sector. I was the Human Resource Manager at a non-union, manufacturing plant for 16 years.

I graduated from Central Washington University with a BS in Business Management with a Human Resource specialization. I have held a Professional Human Resource Certification from the Society of Human Resource Management (SHRM) since 2007.

I was a charter member of the Apple Valley Chapter of SHRM in 1995, serving 3 terms as a board member. I held the role of Secretary for two terms and President for 1 term.

I originally went to college to become an accountant, but found HR to be much more fascinating. However, I have always kept my love of numbers and have been the bookkeeper for my husband's construction company for the past 6 years. I volunteer to do "simple taxes" for my friends and family, because I enjoy accounting. I am proficient with Quickbooks, Quicken and Excel software.

I have a desire to give back to WSPA and the members by supporting the goals of the association while being fiscally responsible

From: WSPA Region 5 <waspa@memberclicks-mail.net>
Sent time: 03/18/2015 03:36:11 PM
To: finnie@skitsap.wednet.edu
Subject: Region 5 Meeting RESCHEDULED

Good day Region 5!

I bet you all are up to your eyeballs with staffing, budget, recruitment, hqt'ing and more! Hang in there... Spring is in the air, flowers are blooming and we are closing in on the end of another awesome year in education.

I apologize for the late notice but this Friday's WSPA meeting is needing to be rescheduled. Our presenter on FLSA is not able to attend due to an exhaustive schedule at this time. I am proposing Friday April 17th but more news to come.

It is also time to nominate and vote on our next Region 5 Representative. The past two years serving as your Rep has been amazing. You are all a fine group of folks that I love working with. This role is an honor and privilege for those that have the opportunity to take part in it. If you are interested in running or would like to nominate someone please email me your name and a brief bio about yourself and why you would like to be our next rep. :)

Lastly, we had an amazing Annual Conference in beautiful Spokane at the Historical Davenport Hotel. Our region basket "Beer Garden" was a hit and went for \$100.00! (See attached photo) Thank you North Kitsap and Sequim for your donations. If any of you still want to provide a financial donation to offset the cost of the basket I welcome you to do so. Please send donations to Bremerton School District 134 Marion Ave North Bremerton, WA 98312.

Thank you all for being amazing!

Denise Kennedy

Bremerton School District

Human Resources Supervisor

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 03/20/2015 08:16:56 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Happy Friday WSPA members!

Kevin Chase from Grandview School District is looking for HR director interview questions.

Please send your response directly to: KChase@gsd200.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 03/23/2015 02:41:18 PM
To: finnie@skitsap.wednet.edu
Subject: Election Results

I want to thank all of the WSPA nominees - we had great participation this year. I am excited to announce our new officers, as elected by the membership. Terms for these positions will commence on July 1.

Incoming President

Debby Carter, Edmonds School District, 3 year term

Secretary

Valerie Burkhauser, Auburn School District, 2 year term

Treasurer

Lisa Turner, Wenatchee School District, 3 year term

Please join me in welcoming Debby, Valerie and Lisa as WSPA officers. I also want to thank Chris Willits (President), Debby Carter (Secretary), Connie Sheridan (Treasurer) and Betsy Meador (Treasurer) who served as officers over the last term. I appreciate all of your support to this organization. Thanks for making WSPA the best.

Regards,

Curtis

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From: fuchs@skitsap.wednet.edu
Sent time: 03/25/2015 01:41:55 PM
To: finnie@skitsap.wednet.edu
Subject: FW: Sexual Harassment Training

And this....

From: Sara Hoover [mailto:SHoover@wsrmp.com]
Sent: Wednesday, March 25, 2015 1:05 PM
To: Fuchs, Landa
Cc: Finnie, Lynn; Charles Upchurch
Subject: RE: Sexual Harassment Training

Lana I will be happy to help.

We offer Sexual Harassment Training on line via Safe Schools -which I know your Maint Dept used this fall.

There are also Webinars that WSPA provides on this subject matter if interested.

We can also develop program for your on site needs. We can develop a ppt and script for someone on your staff to present or we can provide a trainer if requested.

We will need to know who is the intended audience, number attending, proposed date, times, location and length of trng and any issues want addressed specifically.

From: Lisa Day
Sent: Wednesday, March 25, 2015 12:57 PM
To: Fuchs, Landa
Cc: Finnie, Lynn; Sara Hoover
Subject: RE: Sexual Harassment Training

Hi Lana,
Sara is the best resource for training request. Sara will be in touch with you. Thanks Lana!

Best,

Lisa Day, PCLA

Claims Consultant | Washington Schools Risk Management Pool
☎: 206.394.9722 | www.wsrmp.com

From: Fuchs, Landa [mailto:fuchs@skitsap.wednet.edu]
Sent: Wednesday, March 25, 2015 11:50 AM
To: Lisa Day
Cc: Finnie, Lynn
Subject: Sexual Harassment Training

Hi Lisa,
Does WSRMP provide any staff Training for Sexual Harassment? Charlie Schreck provided it in the past, for our District when we were with Canfield.
Thanks!
L.

Landa Fuchs
Executive Assistant
Business and Support Services
South Kitsap School District
2689 Hoover Ave. SE
Port Orchard, WA. 98366
Fuchs@skitsap.wednet.edu
360-874-7013

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From: Sara Hoover <SHoover@wsrmp.com>
Sent time: 03/25/2015 01:04:55 PM
To: Fuchs, Landa <fuchs@skitsap.wednet.edu>
Cc: Finnie, Lynn <finnie@skitsap.wednet.edu>; Charles Upchurch <CUpchurch@wsrmp.com>
Subject: RE: Sexual Harassment Training

Lana I will be happy to help.

We offer Sexual Harrassment Training on line via Safe Schools -which I know your Maint Dept used this fall.

There are also Webinars that WSPA provides on this subject matter if interested.

We can also develop program for your on site needs. We can develop a ppt and script for someone on your staff to present or we can provide a trainer if requested.

We will need to know who is the intended audience, number attending, proposed date, times, location and length of trng and any issues want addressed specifically.

From: Lisa Day
Sent: Wednesday, March 25, 2015 12:57 PM
To: Fuchs, Landa
Cc: Finnie, Lynn; Sara Hoover
Subject: RE: Sexual Harassment Training

Hi Lana,
Sara is the best resource for training request. Sara will be in touch with you. Thanks Lana!

Best,
Lisa Day, PCLA
Claims Consultant | **Washington Schools Risk Management Pool**
☎: 206.394.9722 | www.wsrmp.com

From: Fuchs, Landa [<mailto:fuchs@skitsap.wednet.edu>]
Sent: Wednesday, March 25, 2015 11:50 AM
To: Lisa Day
Cc: Finnie, Lynn
Subject: Sexual Harrassment Training

Hi Lisa,
Does WSRMP provide any staff Training for Sexual Harassment? Charlie Schreck provided it in the past, for our District when we were with Canfield.
Thanks!
L.

Landa Fuchs
Executive Assistant
Business and Support Services
South Kitsap School District
2689 Hoover Ave. SE
Port Orchard, WA. 98366
Fuchs@skitsap.wednet.edu
360-874-7013

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 03/27/2015 11:23:34 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Happy Friday WSPA members! A couple of member requests for your consideration.

Tami Morse from Snohomish School District is asking what reference questions or confidential reference forms are you using for your emergency certificated substitutes?

Please send your response directly to: tami.morse@sno.wednet.edu

Also, cc your response to: cleonard@wspa.net

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 04/03/2015 08:17:28 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Happy Friday to you!

A few WSPA member requests for you:

Connie Majors from La Center School District is working on the applicant testing process (with immediate need for updated clerical testing) for her district and is looking for any testing materials or software program recommendations in this area.

Please send your response directly to: connie.majors@lacenterschools.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

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From: finnie@skitsap.wednet.edu
Sent time: 04/20/2015 06:31:40 PM
To: dieffenb@skitsap.wednet.edu
Subject: Fwd: Washington Educator Career Fair Booth Assignments
Attachments: Tacoma Booth Brochure 2015.pdf

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: admin@wspace.net
Date: 04/20/2015 5:03 PM (GMT-08:00)
To:
Cc: admin@wspace.net
Subject: Washington Educator Career Fair Booth Assignments

Greetings Career Fair Districts and Agencies,

Attached is the floor plan and booth assignments for the career fair.

I previously emailed out parking passes but have attached them again for your convenience. Please note that you are allowed 2 parking passes per booth purchased.

We look forward to seeing you on Thursday. Unloading begins at 7:30 a.m.

Thank you,

Chris Callahan

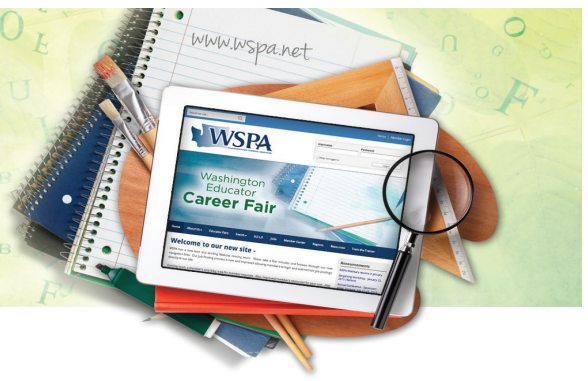
Ms. Chris Callahan, Executive Assistant
Washington School Personnel Association

Mailing: PO Box 45470 , Tacoma, WA 98448
Phone: 360-825-1415 **Fax:** 253-736-0333
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A career fair for teachers and administrators.



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STATE ORGANIZATIONS

OSPI—Booth 46-47
Peace Corps—Booth 45
Troops Teachers—Booth 44

COLLEGES

Brandman University—Booth 62
Central WA University—Booth 61
City U of Seattle —Booth 60
Northeastern University—Booth 59
Pacific Lutheran University—Booth 58
Seattle Pacific University —Booth 57
Seattle University—Booth 56
University of Puget Sound—Booth 55
U of W Bothell—Booth 54
U of W Tacoma— Booth 53
Washington State U—Booth 52
Western WA University – Booth 51
WGU Washington—Booth 50
Whitworth University—Booth 49

ALASKA

Alaska Teacher Placement—Booth 17
Anchorage—Booth 16
Bering Strait—Booth 14-15
Fairbanks North Borough—Booth 13
Kashanamiut—Booth 12
Kenai Peninsula Borough—Booth 11
Lower Kuskokwim—Booth 10
Lower Yukon—Booth 9
North Slope Borough—Booth 76
Matanuska Susitna—Booth 8
Northwest Artic Borough—Booth 6-7
SE Island School District—Booth 5
Southwest Region—Booth 4
Special Education Agency—Booth 3
Yukon Koyukuk—Booth 2

ARIZONA

Cartwright—Booth 1
Casa Grande Union—Booth 63
Chinle Unified—Booth 64
Parker Unified—Booth 65
Window Rock Unified—Booth 66

CALIFORNIA

Desert Sands Unified—Booth 67
Eastern Sierra Unified—Booth 68
Fairfield-Suisun Unified—Booth 69
Franklin-McKinley—Booth 70
iLead Charter Schools—Booth 71
Palm Springs Unified—Booth 72
Palmdale—Booth 73
Patterson Joint Unified—Booth 74
Perris Union HS District—Booth 75
San Rafael City Schools—Booth 77
Soledad Unified—Booth 78
Morongo Unified—Booth 79

COLORADO

Cherry Creek—Booth 18

IDAHO

Joint School District—Booth 43

INTERNATIONAL

CNMI Public Schools—Booth 42
Network of Intl Christians—Booth 41
Search Associates—Booth 40
Universal American— Booth 39

NEVADA

Clark County—Booth 32
Pinecrest Academy—Booth 34
Somerset Academy—Booth 33

ALL OTHER STATES/ENTITIES

Ameson Education (DC) - Booth 48
School Spring/Netchemia— Booth 38
Beijing Royal School—Booth 37
Gallup-McKinley (NM) - Booth 35-36
American Prep (UT) - Booth 20
Canyons (UT) - Booth 19
Apex Learning (WA) – Booth 81
Knowledge Universe—Booth 145

OREGON

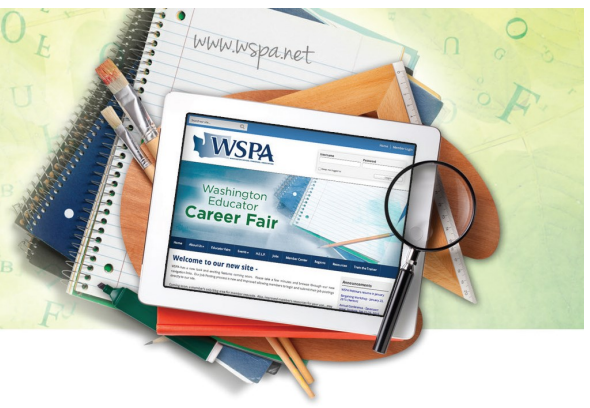
Beaverton—Booth 30
Glendale, OR—Booth 223
Hermiston—Booth 29
Hillsboro—Booth 31
Jackson County—Booths 27-28
Portland Public—Booths 25-26
Reynolds—Booths 23-24
Salem-Keizer—Booths 21-22

WASHINGTON

Anacortes—Booth 80
Arlington—Booth 82
Auburn—Booths 83-84
Bainbridge Island—Booth 85
Battle Ground—Booths 86-87
Bellevue Children's—Booths 88-89
Bellevue—Booths 90-92
Bellingham—Booths 93-94
Bethel—Booths 96-97
Bremerton—Booths 98-99
Brewster—Booth 95
Bridgeport—Booth 100
Burlington-Edison—Booth 101
Central Kitsap—Booths 102-103
Chief Leschi—Booths 104-105
Chimacum—Booth 106
Clover Park—Booths 107-110
Concrete—Booth 111

WASHINGTON EDUCATOR Career Fair

A career fair for teachers and administrators.



WASHINGTON

Eatonville—Booths 112-113
 Edmonds—Booths 114-115
 Enumclaw—Booth 116
 EDS 112—Booths 118-119
 Everett—Booths 120-121
 Federal Way—Booths 122-125
 Ferndale—Booth 117
 Fife—Booths 126-127
 Finley—Booth 128
 Franklin Pierce—Booths 129-130
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 Oak Harbor—Booth 176
 Ocean Beach—Booth 177
 Ocosta—Booth 178
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WASHINGTON

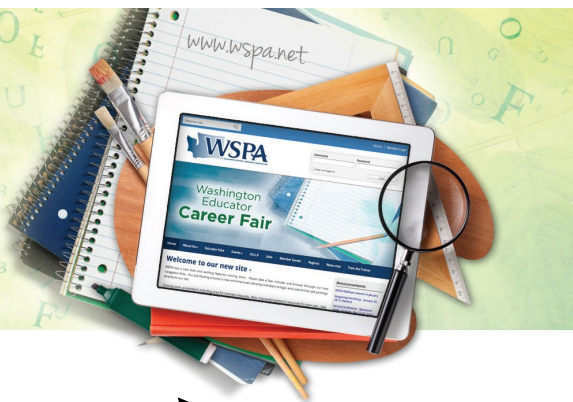
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WASHINGTON EDUCATOR Career Fair

A career fair for teachers and administrators.



**2015 Washington
Educator
Career Fair
Tacoma Dome
April 23rd**

Interview Booth Area [See other side](#)

Floor Plan

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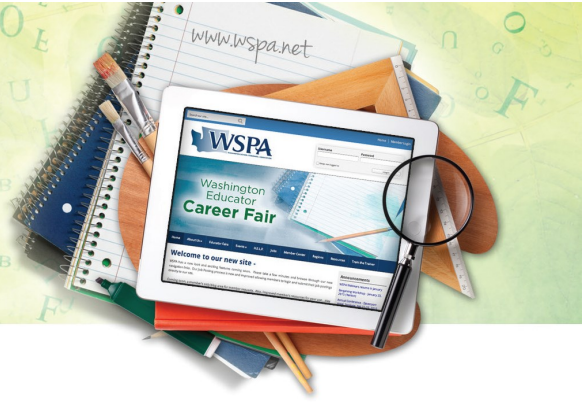
Registration

Entrance

PEMCO
School
Employees

WASHINGTON EDUCATOR Career Fair

A career fair for teachers and administrators.



Interview Booths

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From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 05/04/2015 06:50:42 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA HELP and HR Boot Camp Registration NOW OPEN

Greetings WSPA Members,

Registration is now open to attend this summer's HELP Course or HR Boot Camp. Registration is also open to attend our one day HELP session this year focusing on Health Reform and the Affordable Health Care Act.

Please click on the following links to learn more about these course offerings:

[WSPA HELP Course](#)

[WSPA HELP Course](#)

[WSPA HELP Course](#)

Thank you,

Washington School Personnel Association

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: WSPA Board Members <waspa@memberclicks-mail.net>
Sent time: 05/05/2015 08:14:06 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA Region 5 Business

Good day everyone!

Wow how time has flown by this year. It seems we say that every year, but it is certainly true. We have a few items that I need your input on asap. We have Chuck W. Lind scheduled to present at our last 2014-15 meeting next Friday, May 15th. He is prepared to present on the Fair Labor Standards Act regarding exempt and non-exempt staff members.

I will not be able to attend this meeting because of negotiations scheduled that day, however, if there is someone who wouldn't mind stepping up and leading the charge that day, it would be greatly appreciated. We will have nice brunch before our presentation and would like to honor those who may be retiring at the end of this year.

Lastly, I have not gotten any nominations for Region 5 Representative as of yet. I am honored and willing to continue to serve in this capacity for the next term. However, I want to ensure others who would like to run for this position are given a chance to do so. If you would like to nominate yourself or someone else, I will need name, school district and a brief bio as to why you would like to serve in this role.

Here is what I need feedback on by 1:00 p.m. today if possible;

- Nominations for Region 5 Rep
- Volunteer to lead the group on Friday, May 15th doing set up, tear down and ensuring everything in between is on track.

I have been so blessed to be your Region 5 Representative the last two years. This year has been a challenge in my personal life and a huge adventure in my professional life. Life is certainly like a box of chocolates!

Enjoy your morning and I look forward to hearing from you very soon (like in the next couple hours!)

Sincerely,

Denise

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 05/08/2015 07:34:18 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Good Morning - a few WSPA member requests for your review. Thanks!

Amy Sassara from Vashon Island School District is wondering if any districts are providing member lists to collective bargaining group regional organizations that include person by person information about ethnicity and gender as well as members' complete social security numbers? If so, how have you handled privacy issues?

Please send your response directly to: asassara@vashonsd.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 05/15/2015 11:33:10 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Hello and Happy Friday to you! A few WSPA member requests for you to consider...

Debbie Leighton is looking for sick leave buy back language upon retirement that would let the hours be converted back to an original FTE (7 hours) from a part-time position (3.5 hours as an example) to not lose sick leave time in the bank upon buying back. In the particular situation that we are looking at the teacher has 1,312.50 hours which equates to 187.5 days. She is looking at doing a .5 job share next year which would mean that she, in essence would have 375 of her days to take. Upon retirement she would only be allowed to buy back 180 days. Her day at that time would be .5 and she would lose 195 days of leave. Please let her know how your district would handle this situation.

Please send your response directly to: dleighton@auburn.wednet.edu

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 05/22/2015 08:19:11 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Happy Friday WSPA Members! A few member requests for your consideration before the holiday weekend. Thanks in advance for your assistance, as always.

Heidi Joyner from Fife School District is requesting any recent salary information/surveys on building administrators.

Please send your response directly to: hjoyner@fifeschools.com

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 05/26/2015 10:00:36 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA ANNOUNCEMENT

Greetings!

A quick update about a very important part of WSPA.

Chris Callaham, WSPA Executive Assistant, recently accepted a job as a Director of Human Resources for the Auburn School District. Of course, you know Chris as the backbone of WSPA. I've appreciated her expertise, institutional knowledge, organizational skills and ability to put on a first-rate conference. Our loss, Auburn School District's gain.

While we are absolutely thrilled about this new and exciting opportunity for Chris, we understand the big void that she will leave. Please join me in thanking Chris for all of her tireless work for WSPA. She will continue now a member of WSPA, so you will continue to see her at events.

Stay tuned -- we will be posting our opening for this position. Details forthcoming.

Good Luck Chris!

Regards,

Curtis

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 05/29/2015 02:02:20 PM
To: finnie@skitsap.wednet.edu
Subject: PESB/WSPA WEBINAR - ALTERNATIVE ROUTES TO TEACHING
Attachments: NOTICE052415_pdf.pdf

WSPA Members - WSPA and PESB are teaming together to offer a free webinar on alternative route to teaching certification - block grant. This is a free webinar offered to WSPA members. See details below for information. I've also attached a flyer with more details to the block grant program. Don't miss out, register today!

Webinar, Friday, June 26 @ 9:00 am.

PESB Alternate Route To Teaching Cert- Block Grant \$350,00 over 2 years

Teacher Prep Program & Districts Working Together

Please register for FREE: Webinar PESB & WSPA: Alternate Route To Teaching Cert- Block Grant on Jun 26, 2015 9:00 AM PDT at:

[WEBINAR REGISTRATION LINK](#)

After registering, you will receive a confirmation email containing information about joining the webinar.
Brought to you by GoToWebinar®

Alexandra Manuel, Director of Educator Pathways, Professional Educator Standards Board will share information about an Alternate Route to Teacher Certification Block Grant soon to be released. This grant is designed to bring teacher preparation providers and districts together to work in partnership to identify how they can increase and retain teachers in the school districts' needs areas. Ms. Manuel will provide:

1. I. Overview of Alternate Route to Teacher Certification, Routes 1,2,3,and 4
2. II. Overview of the alternate route block grant
3. II. Why it would be beneficial for districts to participate
4. IV. Opportunity to ask questions

For more information visit PESB web page [Alternate Route Block Grant](#)

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PESB Block Grant helps districts to grow their own and fill high need teaching areas.

PESB Soon to Release Alternate Route to Teaching Certification Block Grants, up to \$350,000 per year for 2yrs

Olympia- May 24, 2015 -- The Professional Educator Standards Board (PESB) Alternate Route Block Grants will provide funding for teacher preparation program, district(s), and candidate scholarships to support alternate route teaching programs engaging grow their own teacher strategies to address district's needs. Teams that include the teacher preparation program (the institution of record requesting the block grant) and districts are encouraged to partner early in this effort, as the programs will be developed around the needs of the districts.

Block grant applications will be due November 20, 2015. Information sessions will be held in June and a Letter of Intent is due September 18, 2015. Depending on the program design, grants will be offered up to two-year commitments through the biennium and could be awarded up to \$350,000 per year. You do not have to be in a team when attending a June informational session.

ALTERNATE ROUTE BLOCK GRANT INFORMATION SESSIONS (Register for one of the sessions using the Eventbrite links.)

June 17, 2015: 9:00 am -12:00 pm

Renton Technical College, Renton WA

Register on Eventbrite- FREE Event:

<https://eventbrite.com/event/16844996839/>

June 19, 2015: 9:00 am -12:00 pm

Gonzaga University, Spokane WA

Register on Eventbrite – FREE Event:

<https://eventbrite.com/event/16845045986/>

For more information:

[Alternate Route Block Grant](#)

[Educator Pathways](#)

[PESB Main Page](#)

Contact:

Alexandra Manuel

Director of Educator Pathways

Alexandra.manuel@k12.wa.us

About PESB:

The Professional Educator Standards Board is charged with fulfilling several roles in Washington's educational system:

- **Policymaker.** Regulatory policy-making and oversight of Washington's system of educator preparation, certification, continuing education and assignment.
- **Program Implementer.** Operation of legislatively-mandated programs.
- **Advocate.** Advocacy for mission-related policy, programs, and resources for students and educators.
- **Advisor.** Strategic advice and guidance to the Governor, the Legislature, and the Superintendent of Public Instruction on the full range of issues affecting certified educators.

From: finnie@skitsap.wednet.edu
Sent time: 06/01/2015 01:31:27 PM
To: olsonla@skitsap.wednet.edu; nystrom@skitsap.wednet.edu
Subject: FW: PESB/WSPA WEBINAR - ALTERNATIVE ROUTES TO TEACHING
Attachments: NOTICE052415_pdf.pdf

I don't know if you want this???

C. Lynn Finnie

*Executive Assistant - Human Resources
South Kitsap School District
2689 Hoover Ave. S.E.
Port Orchard, Washington 98366
finnie@skitsap.wednet.edu
PH: 360-874-7072
FAX: 360-874-7076*

From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Friday, May 29, 2015 2:02 PM
To: Finnie, Lynn
Subject: PESB/WSPA WEBINAR - ALTERNATIVE ROUTES TO TEACHING

WSPA Members - WSPA and PESB are teaming together to offer a free webinar on alternative route to teaching certification - block grant. This is a free webinar offered to WSPA members. See details below for information. I've also attached a flyer with more details to the block grant program. Don't miss out, register today!

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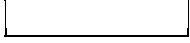
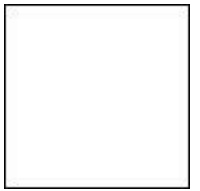
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For more information visit PESB web page [Alternate Route Block Grant](#)

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Renton Technical College, Renton WA

Register on Eventbrite- FREE Event:

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June 19, 2015: 9:00 am -12:00 pm

Gonzaga University, Spokane WA

Register on Eventbrite – FREE Event:

<https://eventbrite.com/event/16845045986/>

For more information:

[Alternate Route Block Grant](#)

[Educator Pathways](#)

[PESB Main Page](#)

Contact:

Alexandra Manuel

Director of Educator Pathways

Alexandra.manuel@k12.wa.us

About PESB:

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- **Policymaker.** Regulatory policy-making and oversight of Washington's system of educator preparation, certification, continuing education and assignment.
- **Program Implementer.** Operation of legislatively-mandated programs.
- **Advocate.** Advocacy for mission-related policy, programs, and resources for students and educators.
- **Advisor.** Strategic advice and guidance to the Governor, the Legislature, and the Superintendent of Public Instruction on the full range of issues affecting certified educators.

From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 06/09/2015 08:16:55 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Program Coordinator Position

Greetings WSPA Members,

Please click on the link to view the WSPA Program Coordinator position that is open until June 15, 2015. Please forward to anyone you know who may have an interest in filling this position.

- [View Job Postings](#)

Thank you,

WSPA

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From: nystrom@skitsap.wednet.edu
Sent time: 06/11/2015 12:53:38 PM
To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu; haukli@skitsap.wednet.edu; lamoures@skitsap.wednet.edu; malloy@skitsap.wednet.edu; olsonla@skitsap.wednet.edu
Subject: FW: Region 5 Meeting- FLSA and Year End

Hi,

Attached is information about the tomorrows WSPA regional meeting. Please let me know if you would like to attend and I'll RSVP for the group.

Christine Nystrom

Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu

☎ (360) 874-7071

📠 (360) 874-7076

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From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Thursday, June 11, 2015 12:34 PM
To: Nystrom, Christine
Subject: Region 5 Meeting- FLSA and Year End

Good day, Region 5!

Tomorrow is our last scheduled meeting for the 2014-15 school year. We hope to see as many of you as possible tomorrow. We will enjoy a continental breakfast and get caught up, as well as enjoy a presentation by Attorney, Charles (Chuck) Lind on FLSA.

We will meet at the Central Kitsap School District Administration Building (Jenne Wright), located at 9210 Silverdale Way NW, Silverdale 98383.

It would be extremely helpful to know how many will be attending tomorrow so we can plan accordingly. Please take a moment to reply to this email, pretty please. :)

Enjoy your day!

Denise

This email was sent to nystrom@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: finnie@skitsap.wednet.edu
Sent time: 06/19/2015 01:13:20 PM
To: admin@wspa.net
Subject: What every employee must be told

I am looking to find information that you provide as a WSPA member for our district to train our employees. In the past we have had a train the trainer session covering sexual harassment policies and bullying information and prevention. It is my understanding you have "What every employee must be told" and am wondering if we could incorporate information that you have. I would love to discuss this more with someone in your organization.

C. Lynn Finnie

*Executive Assistant - Human Resources
South Kitsap School District
2689 Hoover Ave. S.E.
Port Orchard, Washington 98366
finnie@skitsap.wednet.edu
PH: 360-874-7072
FAX: 360-874-7076*

From: admin@wspa.net
Sent time: 06/23/2015 10:47:17 AM
To: Finnie, Lynn <finnie@skitsap.wednet.edu>
Subject: RE: What every employee must be told

Lynn

WSPA partners with Safe Schools to provide the Train the Trainer, What Every Employee Must be Told, module. If your district is a Safe Schools member you can access the training free from them.

Otherwise we license and sell the training from our site. The initial license is \$525 with the option to renew for 4 years at a lower renewal price.

I have included the link in this email.

<http://www.wspa.net/train-the-trainer>

Thank you,

Chris Callaham

Ms. Chris Callaham, Executive Assistant
Washington School Personnel Association



Mailing: PO Box 45470 , Tacoma, WA 98448
Phone: 360-825-1415 Fax: 253-736-0333
info@wspa.net, www.wspa.net

From: Finnie, Lynn [mailto:finnie@skitsap.wednet.edu]
Sent: Friday, June 19, 2015 1:13 PM
To: admin@wspa.net
Subject: What every employee must be told

I am looking to find information that you provide as a WSPA member for our district to train our employees. In the past we have had a train the trainer session covering sexual harassment policies and bullying information and prevention. It is my understanding you have "What every employee must be told and am wondering if we could incorporate information that you have. I would love to discuss this more with someone in your organization.

C. Lynn Finnie

*Executive Assistant - Human Resources
South Kitsap School District
2689 Hoover Ave. S.E.
Port Orchard, Washington 98366
finnie@skitsap.wednet.edu
PH: 360-874-7072
FAX: 360-874-7076*

From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 06/25/2015 10:44:37 AM
To: finnie@skitsap.wednet.edu
Subject: WSPA/PESB WEBINAR Alternative Routes to Teaching Cert

REMINDER - This webinar is scheduled for tomorrow. Register today!

WSPA Members - WSPA and PESB are teaming together to offer a free webinar on alternative route to teaching certification - block grant. This is a free webinar offered to WSPA members. See details below for information. I've also attached a flyer with more details to the block grant program. Don't miss out, register today!

Webinar, Friday, June 26 @ 9:00 am.

PESB Alternate Route To Teaching Cert- Block Grant \$350,00 over 2 years

Teacher Prep Program & Districts Working Together

Please register for FREE: Webinar PESB & WSPA: Alternate Route To Teaching Cert- Block Grant on Jun 26, 2015 9:00 AM PDT at:

[WEBINAR REGISTRATION LINK](#)

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: nystrom@skitsap.wednet.edu
Sent time: 06/30/2015 01:48:26 PM
To: monaglej@skitsap.wednet.edu
Subject: FW: WSPA S-275 Workshop REGISTER NOW
Attachments: S-275_Workshop_Announcement_2015.pdf

You might want to attend this to get an overview of how the S275 works. ☺

Christine Nystrom
Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366
✉ nystrom@skitsap.wednet.edu
☎ (360) 874-7071
☎ (360) 874-7076

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From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Tuesday, June 30, 2015 1:45 PM
To: Nystrom, Christine
Subject: WSPA S-275 Workshop REGISTER NOW

Greetings WSPA Members,

Registration is now open to attend the S-275 Personnel Reporting Workshops which will be held at the Doubletree Suites, Southcenter on August 10th and 11th (you can sign up for either day - class size is limited); and in Spokane on August 13th.

We have created a special link so that WSPA members can register other Members for this event.

Please review the attached flyer for additional information or click on the below link for registration and information:

[S-275 Workshop](#)

Thank you,

Washington School Personnel Association

This email was sent to nystrom@skitsap.wednet.edu by admin@wspace.net

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2015 S-275 Personnel Reporting Workshop

Register online at:
www.wspa.net

UNDERSTANDING THE S-275 COMPLIANCE REQUIREMENTS

August 10th or 11th

DoubleTree Suites Hilton

16500 Southcenter Parkway
Seattle, WA 98188

OR

August 13, 2015

Doubletree by Hilton, Spokane

322 North Spokane Falls Court
Spokane, WA 99201

**Registration Fee: \$175 for WSPA
and WASBO members; \$225 for
Non-Members**

Instructors for this year's workshops
will be Sherrie Evans, retired WSPA
member and Laura Bradburn, Muk-
ilteo School District.

Workshop Overview

The class size for each session has been lowered to allow for more time for the instructors to interact with participants, including practice exercise. If you have a transcript or experience form that you would like to review, please bring it!

The program will include a basic understanding of how the S-275 data affects school finance and apportionment functions, and specific details for reporting all of the 275 data (positions, assignments, degrees, credits, clock hours, vocational/CTE staff, experience, etc.)

Classes in Renton are offered on either August 10th or 11th, with each session limited to 60 participants. The class size in Spokane is limited to 75 participants. Register early to reserve your seat!

The workshop fee includes lunch, refreshment breaks and course materials. Clock hours are available for participants.

Important Topics

- LEAP Schedule
- How Data is Used
- School Funding Impact
- Academic Credit
- Clock Hour Credit Rules
- Non-Transfer Credits
- Experience Documentation
- Vocational Non-Degree Credits
- Vocational Experience
- Experience for ESA Staff
- Course Approval Documentation
- Transferring Records Between Districts
- Substitute Experience
- Corrections to Records
- LWOP Adjustments
- Rounding Rules
- Salary Compliance

Sponsored by:



WASHINGTON ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS

From: Chris Callaham <waspa@memberclicks-mail.net>
Sent time: 06/30/2015 01:43:05 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA S-275 Workshop REGISTER NOW
Attachments: S-275_Workshop_Announcement_2015.pdf

Greetings WSPA Members,

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We have created a special link so that WSPA members can register other Members for this event.

Please review the attached flyer for additional information or click on the below link for registration and information:

[S-275 Workshop](#)

Thank you,

Washington School Personnel Association

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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2015 S-275 Personnel Reporting Workshop

Register online at:
www.wspa.net

UNDERSTANDING THE S-275 COMPLIANCE REQUIREMENTS

August 10th or 11th

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- Academic Credit
- Clock Hour Credit Rules
- Non-Transfer Credits
- Experience Documentation
- Vocational Non-Degree Credits
- Vocational Experience
- Experience for ESA Staff
- Course Approval Documenta-
tion
- Transferring Records Between
Districts
- Substitute Experience
- Corrections to Records
- LWOP Adjustments
- Rounding Rules
- Salary Compliance

Sponsored by:



WASBO

WASHINGTON ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS

From: monaglej@skitsap.wednet.edu
Sent time: 07/01/2015 07:53:07 AM
To: nystrom@skitsap.wednet.edu
Subject: RE: WSPA S-275 Workshop REGISTER NOW

Thanks Christine!!

I will talk to Misty about attending and also getting signed up as a WASBO member ☺

The office looks amazing!!

Have a great first day ☺ I will try not to bug you too much haha.

Jamie

From: Nystrom, Christine
Sent: Tuesday, June 30, 2015 1:48 PM
To: Monagle, Jamie
Subject: FW: WSPA S-275 Workshop REGISTER NOW

You might want to attend this to get an overview of how the S275 works. ☺

Christine Nystrom
Classified Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366
✉ nystrom@skitsap.wednet.edu
☎ (360) 874-7071
📠 (360) 874-7076

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From: waspa@memberclicks-mail.net [<mailto:waspa@memberclicks-mail.net>]
Sent: Tuesday, June 30, 2015 1:45 PM
To: Nystrom, Christine
Subject: WSPA S-275 Workshop REGISTER NOW

Greetings WSPA Members,

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We have created a special link so that WSPA members can register other Members for this event.

Please review the attached flyer for additional information or click on the below link for registration and information:

[S-275 Workshop](#)

Thank you,

This email was sent to nystrom@skitsap.wednet.edu by admin@wspsa.net

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From: nystrom@skitsap.wednet.edu
Sent time: 07/01/2015 09:05:23 AM
To: monaglej@skitsap.wednet.edu
Subject: RE: WSPA S-275 Workshop REGISTER NOW

I was going to clean it, but there were no Clorox wipes....sorry if it is dusty.

Don't worry about calling... Derry understands it will take a while to transition thoroughly.

From: Monagle, Jamie
Sent: Wednesday, July 01, 2015 7:53 AM
To: Nystrom, Christine
Subject: RE: WSPA S-275 Workshop REGISTER NOW

Thanks Christine!!

I will talk to Misty about attending and also getting signed up as a WASBO member ☺

The office looks amazing!!

Have a great first day ☺ I will try not to bug you too much haha.

Jamie

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To: Monagle, Jamie
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[S-275 Workshop](#)

Thank you,

Washington School Personnel Association

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From: nystrom@skitsap.wednet.edu
Sent time: 07/07/2015 08:25:17 AM
To: monaglej@skitsap.wednet.edu; olsonla@skitsap.wednet.edu
Subject: FW: Document Sharing
Attachments: Instructions_for_WSPA_Folder_Project_on_Google_Drive-1.docx

Hi,

I'm not sure if you were aware there is a shared drive for WSPA that contains CBAs, job descriptions and salary schedules. You may want to update the documents along the way as information changes. ☺

Jamie, I didn't update the 5 jobs that were appealed this year so you may want to update the WSPA Google drive for the following jobs:

- Office Coord JH
- Admin Asst-CTE
- Admin Asst-Athletics
- Office Asst-Secondary
- Registrar/Student Records-SH

Christine Nystrom

Fiscal/HR Data Coordinator
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu

☎ (360) 874-7039

📠 (360) 874-7046

From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Friday, October 31, 2014 10:02 AM
To: Nystrom, Christine
Subject: Document Sharing

We have an exciting announcement! Our document sharing (google drive) website is ready to go live. Darrell Heisler from Sedro-Woolley School District has graciously helped set this up. We needed a sponsoring district and SWSD stepped up. Each WSPA member already has an account set up. Your account will be first two initials of your first name and last name @swsdonline.com. The instructions on how to get access are attached.

Each individual district will be responsible for uploading your documents to the google drive site. Please upload the actual documents - not links from your website. PDFs or WORD/DOC documents are fine. Please make sure the "file name" is relevant and descriptive of the actual document. We have folders set up for each district for:

- CBAs
- Salary Schedules
- Job Descriptions

The instructions are attached. We already have content up and running, so check it out. You should be able to search across all documents on the site.

Here is a link to the site:

https://drive.google.com/a/swsdonline.com/folderview?id=0B_9rjogzD8nDVDRuS1RwaE9tSG8&usp=sharing

Please follow the instructions attached. Thanks to Darrell for all the help.

Let me know if you have questions,

Happy uploading!!

Curtis

This email was sent to nystrom@skitsap.wednet.edu by cleonard@wspa.net

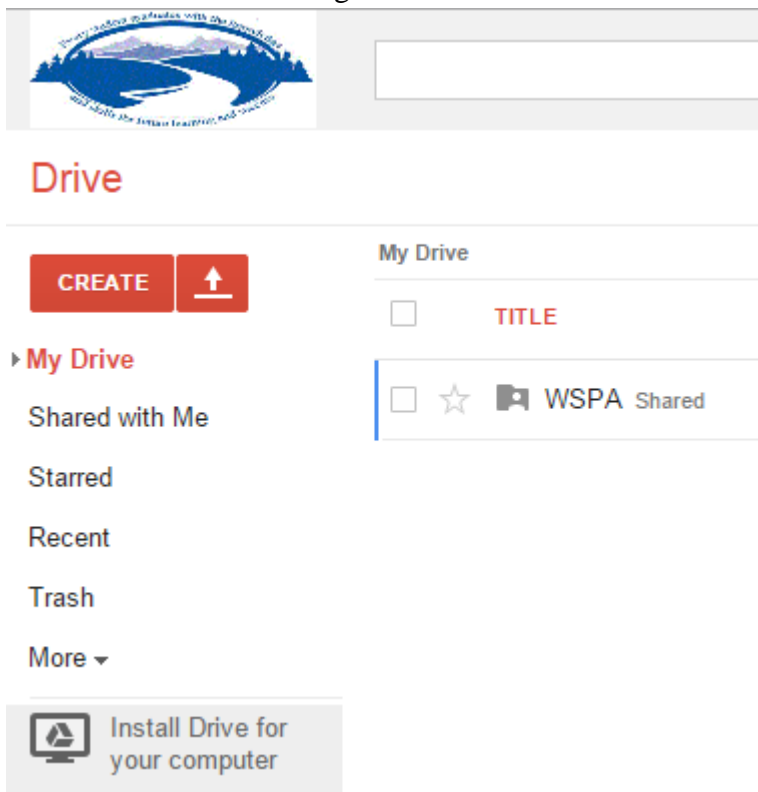
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Instructions for WSPA Folder Project on Google Drive

- Please sign into Google with your first 2 letters of your first name, your full last name and @swsonline.com. For example: daheisler@swsonline.com, if you already have a google account, select “add account”
- The password is [REDACTED] then select “Sign In”
- Select “I accept. Continue to my account.” (You should only have to do this the first time you sign in)
- Select “Add to Drive” in the upper right hand corner the first time you sign on. (You should only have to do this the first time you sign in)
- Select “Open in Drive” in the upper right hand corner. (You should only have to do this the first time you sign in)
- Select “Download Drive” (You should only have to do this the first time you sign in)
- Select “Run” (You should only have to do this the first time you sign in)
- Select “Take me to Drive on the Web” (You should only have to do this the first time you sign in)
- You should now see the following:



- Select “WSPA Shared”
- Select “Washington School Districts Shared”
- Find and Select your School District
- Select the folder that you want to upload files to
- Use the “Up Arrow”  and select “Files”
- Browse through your computer to find where your files are and select the file you want to upload and select “Open”. You can also select several files at once by holding down the CTRL key while selecting several different files or if they are all in a row, you can select the first file and then hold down the Shift key and select the last file in the list. Now select “Open”
- Select “Upload and share”. Your files should begin uploading to your folder immediately.
- You can now load files into your other two folders or take a look at others files.

From: pickard@skitsap.wednet.edu
Sent time: 07/08/2015 04:28:57 PM
To: finnie@skitsap.wednet.edu
Cc: dieffenb@skitsap.wednet.edu
Subject: FW: WSPA Boot Camp

This is the seminar Misty indicated she wanted me to attend. Looking at the three day agenda I understand why. When I talked to Curtis Leonard, the lawyer you guided me to call yesterday, I shared I was new to the position. He asked if I was attending this as he was presenting and in a leadership role with WSPA. He stated I should email him and the admin email below and he would see that I got signed up. I will forward you a 2nd email with the invoice. I hope I have notdone things too backwards. I did run it past Dr. Reid and she stated I should attend.

Let me know...

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

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From: admin@wspa.net [mailto:admin@wspa.net]
Sent: Tuesday, July 07, 2015 2:45 PM
To: Pickard, Brian
Subject: Re: WSPA Boot Camp

Brian

I can take care of that for you and send you an invoice.

Thank you,

Chris Callaham

Sent from my iPad

On Jul 7, 2015, at 1:51 PM, Pickard, Brian <pickard@skitsap.wednet.edu> wrote:

My new supervisor, Misty Dieffenbach Assistant Superintendent in the South Kitsap School District, has requested me look into attending the WSPA's Book Camp on July 13-15. I am requesting information on how to register for this training.

Thank you.

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

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From: pickard@skitsap.wednet.edu
Sent time: 07/08/2015 04:29:52 PM
To: finnie@skitsap.wednet.edu
Cc: dieffenb@skitsap.wednet.edu
Subject: FW: WSPA Invoice - Please Submit

And here is the invoice.

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

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From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Tuesday, July 07, 2015 2:50 PM
To: Pickard, Brian
Subject: WSPA Invoice - Please Submit

INVOICE 9042

Washington School Personnel Association
PO Box 45470
Tacoma, WA 98448-4570

360-825-1415 Phone
253-736-0333 Fax

South Kitsap School District
Attn: Brian Pickard
2689 Hoover Ave SE
Port Orchard, Washington 98366

Invoice # 9042
Invoice Date 07/07/2015
Invoice Due 08/06/2015

Amount Due \$495.00

Description	Amount
HR Boot Camp Registration 2015	\$495.00

Amount Due \$495.00

Pay Now

Please submit this invoice to your accounting department for payment. If you have a purchase order you can attach that to the invoice.

[Privacy Policy](#)

Please do not reply. Replies to this address are not monitored.

From: finnie@skitsap.wednet.edu
Sent time: 07/08/2015 05:15:33 PM
To: pickard@skitsap.wednet.edu
Subject: RE: WSPA Boot Camp

Hi Brian I will take care of getting this paid

Finnie

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: "Pickard, Brian" <pickard@skitsap.wednet.edu>
Date: 07/08/2015 4:28 PM (GMT-08:00)
To: "Finnie, Lynn" <finnie@skitsap.wednet.edu>
Cc: "Dieffenbach, Misty" <dieffenb@skitsap.wednet.edu>
Subject: FW: WSPA Boot Camp

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From: admin@wspa.net [mailto:admin@wspa.net]
Sent: Tuesday, July 07, 2015 2:45 PM
To: Pickard, Brian
Subject: Re: WSPA Boot Camp

Brian

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Chris Callaham

Sent from my iPad

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Brian Pickard, Executive Director

School and Staff Support

South Kitsap School District

360-874-7063

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 07/15/2015 07:05:10 PM
To: finnie@skitsap.wednet.edu
Subject: WSPA Coordinator

I am pleased to announce the hiring of the new WSPA coordinator, Jennifer Tottenham. Jennifer previously worked in Anacortes School District as the assistant to the Superintendent and School Board. She brings a wealth of skills to this position and is a great addition to the WSPA team. Jennifer will be transitioning to the position immediately and can be reached at admin@wspa.net and (360)825-1415.

The mailing address for WSPA will change to:

PO Box 1600

Anacortes, WA 98221

Please join me in welcoming Jennifer to her new position,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

Washington School Personnel Association · PO Box 45470, Tacoma, Washington 98448-4570, United States

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From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 07/16/2015 12:49:57 PM
To: finnie@skitsap.wednet.edu
Subject: S-275 Register Other WSPA Members Form Submitted

Greetings,

Thank you for registering other district personnel to attend the S-275 Workshop.

WSPA will be using the information you provided to complete those registrations for the individuals listed on the form. When their registration is complete they will be receiving a copy of the invoice and/or a copy of the receipt (if payment is requested to be made by credit card). Please alert them to look for those emails shortly.

Thank you for your registration,

Washington School Personnel Association

[Privacy Policy](#)

From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 07/16/2015 03:09:18 PM
To: monaglej@skitsap.wednet.edu
Subject: S-275 Workshop Registration - August 2015 Form Submitted

Monagle,

Thank you for registering yourself to attend the 2015 S-275 Personnel Reporting Workshop. Workshops will be held in Renton on August 10th or 11th at the Doubletree Suites by Hilton, Southcenter and in Spokane on August 13th at the Doubletree by Hilton, Spokane City Center.

This is your receipt for your registration.

Your information provided is as follows:

District: South Kitsap School District

Registrant Name: Monagle Jamie

Registration Information:

Receipt Date: 07/16/2015 18:09:17

Member Type: WSPA Member

Receipt ID: 9495971

Total Payment Amount: \$175.00

If you chose the "Invoice Me" option you will receive your invoice through separate email. Once received please submit to your accounting department for payment.

Thank you for your registration,

Washington School Personnel Association

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From: Lente Chelle - ADMIN <ChelleL@cksd.wednet.edu>
Sent time: 07/29/2015 08:35:57 AM
To: Monagle, Jamie <monaglej@skitsap.wednet.edu>
Subject: RE: Non-represented Salary Schedule

Thank you so much! Looking forward to meeting you at our regional WSPA meetings!

Chelle Lente – Certificated Specialist

[Central Kitsap School District](#) | Human Resources | PO Box 8, Silverdale, WA 98383
Phone: (360) 662-1697 | Fax: (360) 662-1681 | chellel@cksd.wednet.edu

From: Monagle, Jamie [mailto:monaglej@skitsap.wednet.edu]
Sent: Wednesday, July 29, 2015 7:40 AM
To: Lente Chelle - ADMIN
Subject: FW: Non-represented Salary Schedule

Morning Chelle,

I am attaching our 2014-2015 wage schedule for our Non-Represented employees 😊

I am the new Classified Specialist here at South Kitsap School District so feel free to email me with any other requests!!

Thanks!!

Jamie Monagle

Classified HR Specialist
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366
monaglej@skitsap.wednet.edu
Phone:(360) 874-7071
Fax:(360) 874-7076

From: Nystrom, Christine
Sent: Wednesday, July 29, 2015 7:30 AM
To: Monagle, Jamie
Subject: FW: Non-represented Salary Schedule

Christine Nystrom

Fiscal/HR Data Coordinator
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu
☎ (360) 874-7039
📠 (360) 874-7046

From: Lente Chelle - ADMIN [mailto:ChelleL@cksd.wednet.edu]
Sent: Friday, July 24, 2015 10:54 AM
To: Nystrom, Christine
Subject: RE: Non-represented Salary Schedule

To clarify, I would like 2014-2015 salary schedules. 😊

Celle Lente – Certificated Specialist

[Central Kitsap School District](#) | Human Resources | PO Box 8, Silverdale, WA 98383
Phone: (360) 662-1697 | Fax: (360) 662-1681 | chellel@cksd.wednet.edu

From: Lente Celle - ADMIN
Sent: Thursday, July 23, 2015 5:06 PM
To: 'nystrom@skitsap.wednet.edu'
Subject: Non-represented Salary Schedule
Importance: High

Christine,

Greetings!

We are doing a classified compensation study and wonder if you have any non-represented employees who are not administrators. If so, do you have a salary schedule/list of job titles for them?

Thanks for any help!

Celle Lente – Certificated Specialist

[Central Kitsap School District](#) | Human Resources | PO Box 8, Silverdale, WA 98383
Phone: (360) 662-1697 | Fax: (360) 662-1681 | chellel@cksd.wednet.edu

From: pickard@skitsap.wednet.edu
Sent time: 08/03/2015 08:40:25 AM
To: finnie@skitsap.wednet.edu
Cc: dieffenb@skitsap.wednet.edu
Subject: FW: Washington Association of School Administrators Membership Discount - Summer Conference
Attachments: 2015-16MembershipApplication.pdf

Lynn,

I don't recall "expressing" interest to anyone 😊 but I think the expectations is for me to become a member of WASA. If I am remembering correctly (??) you did make me a member of WSPA when signing me up to attend their Boot Camp. I would also like to maintain my membership with AWSP/NAESP but I am checking with what the best way to go with them. I think the benefit other than the overall information is maintaining a legal benefit with continued membership. I am ok with paying for this one myself if need.

bp

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

"Change is not something that we should fear. Rather, it is something that we should welcome. For without change, nothing in this world would ever grow or blossom, and no one in this world would ever move forward to become the person they're meant to be."—B.K.S. Iyengar (1918-2014)

Fouder Of Iyengar Yoga

This electronic message transmission contains information from South Kitsap School District that may be proprietary, confidential and/or privileged. The information is intended only for the use of the individual(s) or entity named above. If you are not the intended recipient, be aware that any disclosure, copying or distribution or use of the contents of this information is prohibited. If you have received this electronic transmission in error, please notify the sender immediately by replying to the address listed in the "From:" field.

From: Anne Morris [mailto:amorris@wasa-oly.org] **On Behalf Of** Bill Keim
Sent: Thursday, July 30, 2015 11:38 AM
To: Pickard, Brian
Subject: Washington Association of School Administrators Membership Discount - Summer Conference

Dear Brian,

Thank you for your interest in joining the Washington Association of School Administrators (WASA). You indicated on your registration for Summer Conference, that you would like to join WASA. As a member, you will belong to a professional association with a rich history of serving and supporting members with highly-qualified and responsive professional and legal assistance; providing leadership opportunities, professional development, legislative support, access to critical information, and networking opportunities—all with the goal of improving student learning in Washington State.

As a member, you will receive critical information through WASA's website, monthly newsletters, emails, etc; opportunities to participate in professional development events; regional and statewide networking to share ideas and strategies, solve problems, and address common concerns; and WASA staff is available to offer individual assistance with administrative issues, employment information, and counseling.

If you choose to become an Active member, the \$100 credit for becoming a member through our annual Summer Conference will be applied. Please complete the attached membership application and return to our office via fax to 360.352.6873, or email to amorris@wasa-oly.org. An invoice will be mailed to your district when your application is received and processed.

My staff and I look forward to welcoming you to WASA. Please call us at 360.943.5717 if we can be of assistance or answer questions.

Sincerely,

Bill Keim, Ed.D.
Executive Director

WASA's Mission: WASA is committed to leadership: leadership in providing equity and excellence in student learning, and leadership in developing competent, ethical and visionary leaders by: providing member services, offering growth opportunities for leaders, and promoting community and legislative support for education.

WASHINGTON ASSOCIATION OF SCHOOL ADMINISTRATORS 2015-16 MEMBERSHIP APPLICATION

GENERAL INFORMATION

New Member Renewal/Change Member Update

Ph.D. Ed.D. Mr. Mrs. Ms.

First Name MI Last Name

Badge Name Professional Title School District/Building

CONTACT INFORMATION

Preferred Mailing Address Work Home (Please provide work and home contact information for our records.)

Work Mailing Address City State ZIP

Work Telephone Work Email

Home Telephone Home Email

Home Mailing Address City State ZIP

Date of Birth (for demographics only) Spouse's Name

PAYMENT METHOD

- Dues paid by Member District
- Full payment enclosed (personal check or money order)
- Quarterly payment enclosed (balance due in Sept./Dec./Mar.)
- VISA/MasterCard (see below)
- Payroll deduction (authorization form enclosed)
- Invoice district—Purchase Order # _____

CREDIT CARD INFORMATION

Name on Card

Credit Card Number CVC Code

Expiration Date Amount

ACTIVE MEMBER COMPONENT PREFERENCE

Please select one group with which you feel the closest affiliation:

- Superintendents Principals Special Education Administrators

Instructional Program Administrators (IPAC)

Please select subgroup with which you feel the closest affiliation:

- Curriculum & Instruction Grants Management
- Library Media Pupil Services Vocational
- Technology (Instruction)

Business and Personnel Administrators (BPAC)

Please select subgroup with which you feel the closest affiliation:

- Business Services Negotiations Personnel
- Technology (Operations)

2015-16 WASA DUES

Liability insurance is an active member benefit. Choose the membership option that fits your needs.

- Active**—Those currently serving as full- or part-time school administrators. Active members receive all benefits. **Dues calculated at three-quarters of one percent of the previous year's salary.**

[2014-15 Salary _____ x .75 of 1% = _____]

First-time Member

First-time member dues calculated on current salary.

[2015-16 Salary _____ x .75 of 1% = _____]

- Associate**—Higher-education faculty, out-of-state administrators, and employees of professional education associations. May attend professional development events at discounted member rates. **\$220**
- Retire/Rehire**—Retirees who rehire to full- or part-time service receive all benefits. **Dues calculated at three-quarters of one percent of the current year's salary.**
- [2015-16 Salary _____ x .75 of 1% = _____]
- Retired/Life**—Retirees with previous service in Washington State. Retired/Life members may attend WASA events at no charge except cost of meals. **\$125 one-time fee**

- Student/Intern**—Qualified college graduate students and interns preparing for administration not otherwise eligible for active membership. Students/Interns may attend WASA events at a cost of one-half the registration fee. **\$90**

AASA MEMBERSHIP

WASA is assisting the American Association of School Administrators (AASA) to collect membership dues. Active membership for superintendents with a district student enrollment of 350 students or fewer is \$223. Membership dues for 350+ students is \$447.

- Yes!** I want to join AASA as an active member.
- Yes!** Please renew my active membership with AASA.

MEMBERSHIP BENEFITS

WASA'S MISSION

WASA is committed to leadership: leadership in providing equity and excellence in student learning, and leadership in developing competent, ethical, and visionary leaders by providing member services, offering growth opportunities for leaders, and promoting community and legislative support for education.

PROFESSIONAL DEVELOPMENT

Examples of professional activities offered include:

- Washington State Leadership Academy
- Washington Educators' Conference
- WASA/WSSDA/WASBO Legislative Conference
- Small Schools Conference
- Superintendent Workshop
- WASA/AWSP Summer Conference
- New Superintendent Workshop
- OSPI/WASA Special Education Workshop
- Regional events and component-specific activities

LIABILITY INSURANCE AND LEGAL SERVICES

WASA active members are protected in legal situations with a \$250,000 Educators Professional Liability Policy. Active members are also eligible for legal assistance with due process, contract issues, and other issues related to their professional assignment.

INDIVIDUAL ASSISTANCE

WASA staff are always on call to offer members individual assistance with administrative issues, employment information, problem solving, and counseling.

NETWORKING AND LEADERSHIP OPPORTUNITIES

Members are part of a valuable network of colleagues who share ideas and strategies, solve problems, and address common concerns. Alignment with one of five component groups ensures members receive valuable interaction and networking opportunities within job professions in addition to more expansive networking opportunities.

GOVERNMENT RELATIONS

WASA members form a powerful, collective voice in support of public education. WASA's highly regarded legislative team is actively involved with all legislation affecting Washington's public schools. WASA communicates member perspectives and priorities to legislators and policymakers in Washington State and provides members access to the latest happenings in the legislative arena.

ACCESS TO CRITICAL INFORMATION

Current issues, events, and other useful items are communicated to members through several media:

- WASA's website (www.wasa-oly.org) features current information on hot topics, legislative activity, professional development, career opportunities, member directories, and other newsworthy items.
- WASA's monthly newsletter, *Hotline*, delivers recent news and upcoming information on activities.
- Email, Facebook, and Twitter alerts communicate critical issues and time-sensitive data.
- Special focus publications include the annual *Legislative Session Guide* and end-of-session *Legislative Report*.
- *This Week in Olympia (TWIO)* is a weekly communication distributed during the legislative session.

PROACTIVELY SERVING TODAY'S EDUCATIONAL LEADERS

The Washington Association of School Administrators is committed to the development of quality education through professional leadership. Members benefit from a supportive community of professional leaders working to:

- Provide, in concert with AWSP, OSPI, and other professional organizations, a research-based, high-quality leadership academy for ongoing professional development.
- Sustain a positive impact on legislative and community leaders to meet the demands of school administrators in Washington State. WASA is taking a lead in efforts to secure ample school funding for districts statewide.

2015–16 WASA PROFESSIONAL DEVELOPMENT CALENDAR

- | | |
|---|--|
| <ul style="list-style-type: none"> • WASA New Superintendent Workshop
July 27–28, 2015
WASA Office, Olympia | <ul style="list-style-type: none"> • WASA/WSSDA/WASBO Legislative Conference
January 31–February 1, 2016
SPSCC, Olympia |
| <ul style="list-style-type: none"> • OSPI/WASA Special Education Workshop
August 6–7, 2015
Hotel Murano, Tacoma Convention Center | <ul style="list-style-type: none"> • WASA Small Schools Conference
March 2016
TBD |
| <ul style="list-style-type: none"> • Washington Educators' Conference
October 25–26, 2015
Marriot, Bellevue | <ul style="list-style-type: none"> • WASA Superintendent Workshop
May 1–3, 2016
Campbell's Resort, Chelan • WASA/AWSP Summer Conference
June 26–28, 2016
Spokane Convention Center |

"I am thrilled that you are considering becoming a member or continuing to be a member of WASA. The complexities of our organizations and the enormity of our responsibilities require us to grow our repertoire of knowledge and skill, collaborate with partners, and advocate for children in public education like never before. WASA provides the vehicle for district-level administrators and superintendents to learn together and have a collective voice in advocating for equitable and rigorous education for all children. Leadership matters! Together we are WASA; we make a difference in the lives of children."

Frank Hewins, Superintendent,
Franklin Pierce School District; President, WASA

"The mission of WASA to support leaders in providing equity and excellence in student learning and in developing competent, ethical, and visionary leaders is one that must be shared by all professional administrators in our state. It is through association membership that we support each other in achieving this mission. Membership ensures opportunities for quality collaboration and professional learning while also promoting community and legislative support for public education."

K.C. Knudson
Executive Director, Teaching and Learning, Burlington-Edison School District
Chair, WASA Membership Committee

From: olsonla@skitsap.wednet.edu
Sent time: 08/21/2015 05:26:22 PM
To: monaglej@skitsap.wednet.edu
Subject: FW: MEMBER REQUEST - REVISED

Hi Jamie,

Did you receive this email? Did Christine pass on the following requirement for Title Paras?

Lalaina Olson
Certificated HR Specialist
South Kitsap School District
Ph: 360-874-7083
Fax: 360-874-7076
Email: olsonla@skitsap.wednet.edu

From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Friday, August 21, 2015 3:58 PM
To: Olson, Lalaina
Subject: MEMBER REQUEST - REVISED

HELLO! A quick revision from a previous member request that had an incorrect name/email. If you have already responded, I forwarded the responses already. If not, please use the email below! I have received a lot of requests for this information, so I will forward these responses if requested.

Thanks,

Linda Krininger from Clover Park would like to survey the WSPA districts regarding the new State Auditor Requirements regarding paraprofessionals. This request was in the May News and Updates from Title IIA dated May 27, 2015:

State Auditor Requirements for Para Pros

In the past, Title I and Title II have not required districts to retain proof of paras completion of high school or its equivalent. **This year state auditors required districts to have copies of high school diplomas or official verification of equivalency for para professionals in Title I buildings.** For this reason, we are now advising districts to begin collecting and retaining this information for para professionals in Title I buildings.

How are districts managing this process? Are districts only collecting the high school diplomas or official verification of equivalency for paraprofessionals in Title 1 buildings?

Please send your response directly to: lkrining@cloverpark.k12.wa.us

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to olsonla@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 03:58:10 PM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST - REVISED

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Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 03:57:53 PM
To: monaglej@skitsap.wednet.edu
Subject: MEMBER REQUEST - REVISED

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Thanks,

Curtis

This email was sent to monaglej@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 02:46:36 PM
To: monaglej@skitsap.wednet.edu
Subject: MEMBER REQUEST

Last request of the week. Everyone have a great weekend!

Laura Krininger from Clover Park would like to survey the WSPA districts regarding the new State Auditor Requirements regarding paraprofessionals. This request was in the May News and Updates from Title IIA dated May 27, 2015:

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Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to monaglej@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 02:42:20 PM
To: monaglej@skitsap.wednet.edu
Subject: MEMBER REQUEST

A couple of WSPA member requests for your consideration:

Debra DuPey from Medical Lake School District is looking for a job description for a Military Family Advocate or anything that would help build one like Community Liaison.

Please send your response directly to: ddupey@mlsd.org

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to monaglej@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 02:46:25 PM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

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Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 08/21/2015 02:41:44 PM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

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From: monaglej@skitsap.wednet.edu
Sent time: 08/26/2015 11:35:46 AM
To: lkrining@cloverpark.k12.wa.us
Subject: FW: MEMBER REQUEST - REVISED

Afternoon Linda,

I just spoke with our Assistant Superintendent of Human Resources who believes the documents we collect now for our title 1 buildings meets this state auditor requirement and we will not be collecting high school diplomas. In order for a Paraprofessional to work at a title 1 building they must meet one of the requirements and provide documentation showing evidence that they have met it:

Have earned an Associate's Degree or higher and is documented

Has completed two years of study: 72 quarter credits or 48 semester credits and is documented

Has passed the ParaPro Assessment with a score of 461 or higher

We believe this meets that **OR** condition stated below

Let me know if you have any other questions ☺

Thanks!!

Jamie Monagle

Classified HR Specialist

South Kitsap School District

2689 Hoover Ave SE

Port Orchard, WA 98366

monaglej@skitsap.wednet.edu

Phone:(360) 874-7071

Fax:(360) 874-7076

From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]

Sent: Friday, August 21, 2015 3:58 PM

To: Monagle, Jamie

Subject: MEMBER REQUEST - REVISED

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Curtis

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 08/27/2015 07:02:24 PM
To: finnie@skitsap.wednet.edu
Subject: School Law Conference 2015 - Registration now open!
Attachments: 2015_School_Law_Conference_Flyer.pdf

Dear WSPA members,

We are pleased to announce that registration for the 2015 School Law Conference is now open. This 2-day conference will be packed with valuable information presented by some of Washington State's most prestigious and experienced law firms. Your registration pricing includes clock hours or CLE's, meals, and the link to download your conference materials electronically.

The conference will be held **October 19-20, 2015** at the DoubleTree Suites by Hilton at Southcenter.

Conference registrants who have a current WSPA membership or are members of the WSRMP can take advantage of early bird pricing through September 30, 2015 in the amount of \$250. Member pricing after September 30th will be \$300. Non-members can attend for \$325 through September 30th and \$400 after September 30th. If you are not sure if you have a WSPA membership or if your district is a WSRMP member please contact us at admins@wspa.net prior to registration. Register online at: <http://www.wspa.net/law-conference-2015>

We have a block of rooms reserved at the reduced rate of \$119 per night plus tax. Hotel reservations may be made online at: <http://www.wspa.net/law-conference-2015>

The full conference agenda will be posted soon. Please see our website for additional details at: <http://www.wspa.net/law-conference-2015>

We look forward to seeing you there!

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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2015 School Law Conference

Working Today, Preparing for Tomorrow

Presented by:

Washington School Personnel Association and the Washington Schools Risk Management Pool



October 19-20, 2015
DoubleTree Suites by Hilton
Southcenter, Washington

Registration is now open to attend the 2015 School Law Conference

This 2 day conference will be packed with valuable information presented by some of Washington State's most prestigious and experienced law firms.

AGENDA TOPICS INCLUDE

Political Implications of Union Strategies in Bargaining
Current Trends in Bullying and Harassment Litigation
Search and Seizure of Students and Staff
AND MUCH MORE...

TPEP and the Underperforming Teacher
Regulating Off-Campus Behavior
How to Bargain to Impasse

REGISTRATION PRICING

Conference registrants who have a current WSPA membership or are members of the WSRMP can take advantage of early-bird pricing through September 30, 2015 in the amount of \$250. Member pricing after September 30th will be \$300. Non-members may attend for \$325 through September 30th and \$400 after September 30th. Register online at: <http://www.wspa.net/law-conference-2015>

HOTEL ACCOMMODATIONS

We have a block of rooms reserved at the DoubleTree Suites by Hilton Seattle Airport - Southcenter. This block provides for rooms at a reduced rate of \$ 119 per night plus tax if reserved prior to September 30, 2015 or until the block is full. Please mention the group name: School Law Conference when calling to make reservations at 800-222-8733 or online at: <http://www.wspa.net/law-conference-2015>

CANCELLATION POLICY

Registration fees are fully refundable if a written request is emailed to admin@wspa.net prior to September 30, 2015. Refunds of 25% will be given through October 5, 2015 with email notification. No refunds will be given after October 5, 2015. Registrations are transferable.

MORE INFORMATION

The full conference agenda will be released in early September. For more information please contact Jennifer Tottenham at admin@wspa.net call 360-825-1415 or visit www.wspa.net

From: Washington School Personnel Association <waspa@memberclicks-mail.net>
Sent time: 08/31/2015 09:13:44 AM
To: finnie@skitsap.wednet.edu
Subject: 2015 Law Conference Register Others Form Submitted

Greetings,

Thank you for registering other district personnel to attend the 2015 School Law Conference.

WSPA will be using the information you provided to complete those registrations for the individuals listed on the form. When their registration is complete they will be receiving a copy of the invoice and/or a copy of the receipt (if payment is requested to be made by credit card). Please alert them to look for those emails shortly.

Thank you for your registration,

Washington School Personnel Association

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From: dieffenb@skitsap.wednet.edu
Sent time: 08/31/2015 08:21:28 AM
To: finnie@skitsap.wednet.edu
Subject: FW: School Law Conference 2015 - Registration now open!
Attachments: 2015_School_Law_Conference_Flyer.pdf

Will you register Brian and I, and get the hotel rooms too?

M

From: Pickard, Brian
Sent: Sunday, August 30, 2015 11:58 AM
To: Dieffenbach, Misty
Subject: FW: School Law Conference 2015 - Registration now open!

Is this something we/me should attend?

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

“Logic will get you from A to B. Imagination will take you everywhere.” —Albert Einstein (1879-1955)

Theoretical Physicist, Philosopher, Nobel Prize Winner

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From: waspa@memberclicks-mail.net [<mailto:waspa@memberclicks-mail.net>]
Sent: Thursday, August 27, 2015 7:02 PM
To: Pickard, Brian
Subject: School Law Conference 2015 - Registration now open!

Dear WSPA members,

We are pleased to announce that registration for the 2015 School Law Conference is now open. This 2-day conference will be packed with valuable information presented by some of Washington State's most prestigious and experienced law firms. Your registration pricing includes clock hours or CLE's, meals, and the link to download your conference materials electronically.

The conference will be held **October 19-20, 2015** at the DoubleTree Suites by Hilton at Southcenter.

Conference registrants who have a current WSPA membership or are members of the WSRMP can take advantage of early bird pricing through September 30, 2015 in the amount of \$250. Member pricing after September 30th will be \$300. Non-members can attend for \$325 through September 30th and \$400 after September 30th. If you are not sure if you have a WSPA membership or if your district is a WSRMP member please contact us at admins@wspa.net prior to registration. Register online at: <http://www.wspa.net/law-conference-2015>

We have a block of rooms reserved at the reduced rate of \$119 per night plus tax. Hotel reservations may be made online at: <http://www.wspa.net/law-conference-2015>

The full conference agenda will be posted soon. Please see our website for additional details at: <http://www.wspa.net/law-conference-2015>

We look forward to seeing you there!

This email was sent to pickard@skitsap.wednet.edu by admin@wsps.net

Washington School Personnel Association · PO Box 45470, Tacoma, Washington 98448-4570, United States

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2015 School Law Conference

Working Today, Preparing for Tomorrow

Presented by:

Washington School Personnel Association and the Washington Schools Risk Management Pool



October 19-20, 2015

DoubleTree Suites by Hilton
Southcenter, Washington

Registration is now open to attend the 2015 School Law Conference

This 2 day conference will be packed with valuable information presented by some of Washington State's most prestigious and experienced law firms.

AGENDA TOPICS INCLUDE

Political Implications of Union Strategies in Bargaining
Current Trends in Bullying and Harassment Litigation
Search and Seizure of Students and Staff
AND MUCH MORE...

TPEP and the Underperforming Teacher
Regulating Off-Campus Behavior
How to Bargain to Impasse

REGISTRATION PRICING

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From: monaglej@skitsap.wednet.edu
Sent time: 09/17/2015 11:00:48 AM
To: nystrom@skitsap.wednet.edu
Subject: FW: Document Sharing
Attachments: Instructions_for_WSPA_Folder_Project_on_Google_Drive-1.docx

Hey Christine!!

I cannot seem to log into Google Drive!!

I have tried a couple time over the past 2 months but I can never figure it out. Who would help me with regards to signing in??

From: Nystrom, Christine
Sent: Tuesday, July 07, 2015 8:25 AM
To: Monagle, Jamie; Olson, Lalaina
Subject: FW: Document Sharing

Hi,

I'm not sure if you were aware there is a shared drive for WSPA that contains CBAs, job descriptions and salary schedules. You may want to update the documents along the way as information changes. ☺

Jamie, I didn't update the 5 jobs that were appealed this year so you may want to update the WSPA Google drive for the following jobs:

- Office Coord JH
- Admin Asst-CTE
- Admin Asst-Athletics
- Office Asst-Secondary
- Registrar/Student Records-SH

Christine Nystrom

Fiscal/HR Data Coordinator
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu

☎ (360) 874-7039

☎ (360) 874-7046

From: waspa@memberclicks-mail.net [<mailto:waspa@memberclicks-mail.net>]

Sent: Friday, October 31, 2014 10:02 AM

To: Nystrom, Christine

Subject: Document Sharing

We have an exciting announcement! Our document sharing (google drive) website is ready to go live. Darrell Heisler from Sedro-Woolley School District has graciously helped set this up. We needed a sponsoring district and SWSD stepped up. Each WSPA member already has an account set up. Your account will be first two initials of your first name and last name @swsdonline.com. The instructions on how to get access are attached.

Each individual district will be responsible for uploading your documents to the google drive site. Please upload the actual documents - not links from your website. PDFs or WORD/DOC documents are fine. Please make sure the "file name" is relevant and descriptive of the actual document. We have folders set up for each district for:

- CBAs

- Salary Schedules

- Job Descriptions

The instructions are attached. We already have content up and running, so check it out. You should be able to search across all documents on the site.

Here is a link to the site:

https://drive.google.com/a/swsdonline.com/folderview?id=0B_9rjogzD8nDVDRuS1RwaE9tSG8&usp=sharing

Please follow the instructions attached. Thanks to Darrell for all the help.

Let me know if you have questions,

Happy uploading!!

Curtis

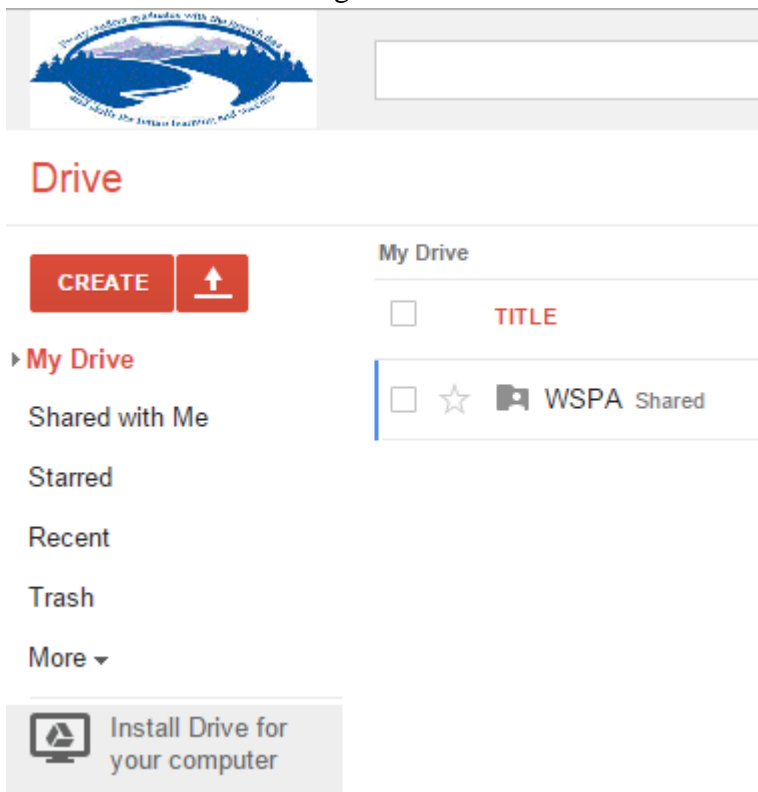
This email was sent to nystrom@skitsap.wednet.edu by cleonard@wspa.net


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Instructions for WSPA Folder Project on Google Drive

- Please sign into Google with your first 2 letters of your first name, your full last name and @swsonline.com. For example: daheisler@swsonline.com, if you already have a google account, select “add account”
- The password is wspa2014 and then select “Sign In”
- Select “I accept. Continue to my account.” (You should only have to do this the first time you sign in)
- Select “Add to Drive” in the upper right hand corner the first time you sign on. (You should only have to do this the first time you sign in)
- Select “Open in Drive” in the upper right hand corner. (You should only have to do this the first time you sign in)
- Select “Download Drive” (You should only have to do this the first time you sign in)
- Select “Run” (You should only have to do this the first time you sign in)
- Select “Take me to Drive on the Web” (You should only have to do this the first time you sign in)
- You should now see the following:



- Select “WSPA Shared”
- Select “Washington School Districts Shared”
- Find and Select your School District
- Select the folder that you want to upload files to
- Use the “Up Arrow”  and select “Files”
- Browse through your computer to find where your files are and select the file you want to upload and select “Open”. You can also select several files at once by holding down the CTRL key while selecting several different files or if they are all in a row, you can select the first file and then hold down the Shift key and select the last file in the list. Now select “Open”
- Select “Upload and share”. Your files should begin uploading to your folder immediately.
- You can now load files into your other two folders or take a look at others files.

From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 09/18/2015 07:15:00 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Dear WSPA Member:

A few more WSPA member requests for your consideration. Remember, Law Conference resitration is open. Register at waspa.net. We've got a great conference planned and look foward to seeing you in October. Now on to the requests....

Buck Marsh from Darrington School District is looking for sample student disipline forms.

Please send your responses directly to: bmarsh@dsd.k12.wa.us

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: nystrom@skitsap.wednet.edu
Sent time: 09/18/2015 08:03:39 AM
To: monaglej@skitsap.wednet.edu
Subject: RE: Document Sharing

Jamie,

You might need to contact WSPA since they are the owners of this shared site. Curtis Leonard at cleonard@wspa.net is the Executive Director .

Christine Nystrom

Fiscal/HR Data Coordinator
South Kitsap School District
2689 Hoover Ave SE
Port Orchard, WA 98366

✉ nystrom@skitsap.wednet.edu

☎ (360) 874-7039

☎ (360) 874-7046

From: Monagle, Jamie
Sent: Thursday, September 17, 2015 11:01 AM
To: Nystrom, Christine
Subject: FW: Document Sharing

Hey Christine!!

I cannot seem to log into Google Drive!!

I have tried a couple time over the past 2 months but I can never figure it out. Who would help me with regards to signing in??

From: Nystrom, Christine
Sent: Tuesday, July 07, 2015 8:25 AM
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Please follow the instructions attached. Thanks to Darrell for all the help.

Let me know if you have questions,

Happy uploading!!

Curtis

This email was sent to nystrom@skitsap.wednet.edu by cleonard@wspa.net

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From: pickard@skitsap.wednet.edu
Sent time: 09/30/2015 05:03:47 PM
To: dieffenb@skitsap.wednet.edu; finnie@skitsap.wednet.edu
Subject: FW: School Law Conference
Attachments: 2015LawConferenceAGENDA_FINAL.docx

Misty,

Are we both signed up for this conference?

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

“Our character is what we do when we think no one is looking.”

—H. Jackson Brown, Jr. Writer

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From: waspa@memberclicks-mail.net [mailto:waspa@memberclicks-mail.net]
Sent: Wednesday, September 30, 2015 2:16 PM
To: Pickard, Brian
Subject: School Law Conference

WSPA Members!

A quick reminder about School Law Conference. We are putting the final touches on a great conference - scheduled for October 19th and 20th at the Doubletree in Southcenter.

Early bird pricing ends today, so sign up! Registration is \$250 (\$50 off) for all members until the end of the day. Please take a look at the agenda and register now, space is still available.

This email was sent to pickard@skitsap.wednet.edu by cleonard@wspa.net

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2015 School Law Conference Agenda

Working Today, Preparing for Tomorrow

Monday, October 19, 2015

Schedule	Ballroom	Monterey Room	Summit Room
7:30 am	Registration begins in Foyer		
Breakfast Keynote 8:00-9:00	Teaching Quality in a Time of Shortage: Making Better Recruitment and Retention Decisions Dr. Dan Goldhaber, <i>Center for Analysis of Longitudinal Data in Educational Research (CALDER)</i>		
Session 1 9:15-10:30	Developing Suicide Prevention Plans Mark O'Donnell, <i>Preg O'Donnell</i> , Shannon McMinimee, <i>Tacoma School District</i>	The Political Implications of Union Strategies in Bargaining Lorraine Wilson, <i>Porter, Foster & Rorick</i>	Limited Certification Hiring – Maximizing Alternative Route Pathways Alexandra Manuel, <i>PESB</i>
Session 2 10:40-11:55	Current Trends in Bullying and Harassment Litigation Charles Leitch, <i>Patterson Buchanan</i>	Discipline and Termination: Certificated, Classified, Non-reps Parker Howell, <i>Porter, Foster & Rorick</i>	Peanut Free Zones and Other Myths – Handling Student Allergies John Manix and Paul Clay, <i>Stevens Clay</i>
Lunch 12:15-12:45			
Keynote 12:45-2:05	Lessons Learned from Tragedy: Marysville School Shooting Patricia Buchanan, <i>Patterson Buchanan</i> , Marysville School District		
Session 3 2:15-3:30	PRA Requests for Personnel Records – Minehunting with Rats (aka Lawyers) Paul Clay, Tanya Barton and Alex Fern, <i>Stevens Clay</i>	OCR Complaints and Title IX Compliance Onik'a Gilliam and Susan Winkelman, <i>Patterson Buchahan</i>	Cars, Backpacks and Cellphones: Search and Seizure of Students and Staff Sam Chalfant, <i>Curran Law Firm</i>

Hosted Reception – Patterson, Buchanan, Fobes & Leitch

Tuesday, October 20, 2015

Breakfast Keynote 8:00-9:30	A Different Look at Public Education: Q and A Don Nielsen and Mike Flynn		
Session 4 9:40-10:55	TPEP and the Underperforming Teacher Chris Hirst, <i>Pacifica Law Group</i>	Wage and Hour Issues: FLSA, coaches and Castlerock Tracy Miller, <i>Karr Tuttle</i>	Legal Issues and Best Practices in School District Investigations Don Austin, <i>Patterson Buchanan</i>
Session 5 11:00-12:15	Juvenile Sex Offenders: From Notification to Safety Plans Sarah Heineman and Mike Kitson, <i>Patterson Buchanan</i>	What's Legal? Drug Testing Employees and Students Timothy Reynolds, <i>Porter, Foster & Rorick</i>	Accommodating Student Athletes with Disabilities Rick Kaiser, <i>Law Offices of Richard Kaiser</i>
Lunch Keynote 12:25-1:25	The Year in Review/Legal Updates Chuck Lind, <i>Patterson Buchanan</i>		
Session 6 1:35-2:50	How to Bargain to Impasse Rachel Miller, Lance Andree, <i>Porter, Foster & Rorick</i>	Outbreak! Panic! Immunizations and Tools for Preventing and Responding to Communicable Diseases Emma Gillespie and Jinju Park, <i>Preg O'Donnell</i>	Regulating Off-Campus Student Behavior: Conduct and Speech Curtis Leonard, <i>WSPA</i>

All materials are available electronically at www.wspa.net

Location: DoubleTree Suites by Hilton – 16500 Southcenter Parkway, Seattle, WA 98188

From: pickard@skitsap.wednet.edu
Sent time: 09/30/2015 05:11:55 PM
To: finnie@skitsap.wednet.edu
Subject: RE: School Law Conference

I think you should attend too. Way more fun...(for us). ☺

We are commuting correct? That means Misty has to be the DD as there is a hosted reception by one of the law firms. ☺

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

“Our character is what we do when we think no one is looking.”

—H. Jackson Brown, Jr. Writer

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From: Finnie, Lynn
Sent: Wednesday, September 30, 2015 5:09 PM
To: Pickard, Brian
Subject: RE: School Law Conference

Yeppers

C. Lynn Finnie
Executive Assistant - Human Resources
South Kitsap School District
2689 Hoover Ave. S.E.
Port Orchard, Washington 98366
finnie@skitsap.wednet.edu
PH: 360-874-7072
FAX: 360-874-7076

From: Pickard, Brian
Sent: Wednesday, September 30, 2015 5:04 PM
To: Dieffenbach, Misty; Finnie, Lynn
Subject: FW: School Law Conference

Misty,

Are we both signed up for this conference?

Brian Pickard, Executive Director
School and Staff Support
South Kitsap School District
360-874-7063

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From: finnie@skitsap.wednet.edu
Sent time: 09/30/2015 05:09:23 PM
To: pickard@skitsap.wednet.edu
Subject: RE: School Law Conference

Yeppers

C. Lynn Finnie

Executive Assistant - Human Resources
South Kitsap School District
2689 Hoover Ave. S.E.
Port Orchard, Washington 98366
finnie@skitsap.wednet.edu
PH: 360-874-7072
FAX: 360-874-7076

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School and Staff Support
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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 09/30/2015 02:17:16 PM
To: finnie@skitsap.wednet.edu
Subject: School Law Conference
Attachments: 2015LawConferenceAGENDA_FINAL.docx

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Session 5 11:00-12:15	Juvenile Sex Offenders: From Notification to Safety Plans Sarah Heineman and Mike Kitson, <i>Patterson Buchanan</i>	What's Legal? Drug Testing Employees and Students Timothy Reynolds, <i>Porter, Foster & Rorick</i>	Accommodating Student Athletes with Disabilities Rick Kaiser, <i>Law Offices of Richard Kaiser</i>
Lunch Keynote 12:25-1:25	The Year in Review/Legal Updates Chuck Lind, <i>Patterson Buchanan</i>		
Session 6 1:35-2:50	How to Bargain to Impasse Rachel Miller, Lance Andree, <i>Porter, Foster & Rorick</i>	Outbreak! Panic! Immunizations and Tools for Preventing and Responding to Communicable Diseases Emma Gillespie and Jinju Park, <i>Preg O'Donnell</i>	Regulating Off-Campus Student Behavior: Conduct and Speech Curtis Leonard, <i>WSPA</i>

All materials are available electronically at www.wspa.net

Location: DoubleTree Suites by Hilton – 16500 Southcenter Parkway, Seattle, WA 98188

From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 10/02/2015 07:21:35 AM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Good Morning. A few WSPA member requests on this Friday - thanks for your help.

Brian Pickard from South Kitsap School District is looking for board procedures related to the accommodation of transgendered students, WSSDA Policy 3211, or something similar.

Please send your response directly to: pickard@skitsap.wednet.edu

Also, cc your response to: cleonard@wspa.net

Thanks,

Curtis

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: WSPA Board Members <waspa@memberclicks-mail.net>
Sent time: 10/15/2015 11:54:17 AM
To: monaglej@skitsap.wednet.edu
Subject: REGION 5 WSPA Meetings 2015-16

Good day, Everyone!

It has been quite some time since we have connected. I hope the 2015-16 school year has gotten off to a great start. I can't believe we are half way through October already!

I would like to share dates with you for your school year Region 5 Meetings. At this time we plan to meet at our usual location, the Central Kitsap School District, Jenne Wright Admin Buliding located in Silverdale on Silverdale Way. We are waiting on meeting room confirmation, more news to come!

Pleas save the following dates:

- Friday, November 13, 2015
- Friday, January 15, 2016
- Friday, March 18, 2016
- Friday, May 20, 2016

Here are a few meeting topics that have been shared, but I would like to hear from everyone on what topics or presentations may be of interest. Please respond as soon as possible with your thoughts and ideas.

Here are some recent suggestions;

- Hiring HQ Teachers, Use of Emergency Certs, Long Term Subs/HQ Issues
- HR Office Responsibilities-how each districts breaks out job duties/cross-training, etc.
- Records Retention
- LGBTQ and how it relates to school HR
- Professional Educator Standards Board (PESB) and their role/Alternate Routes to Certification

We will plan to have a continental style breakfast at our first meeting and discuss how the group would like to utilize the remainder of our Region funds this school year.

I look forward to hearing from everyone!

Denise Kennedy

This email was sent to monaglej@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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Sent time: 10/15/2015 11:54:15 AM
To: finnie@skitsap.wednet.edu
Subject: REGION 5 WSPA Meetings 2015-16

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Denise Kennedy

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org

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From: pickard@skitsap.wednet.edu
Sent time: 10/19/2015 10:10:44 AM
To: finnie@skitsap.wednet.edu
Subject: Automatic reply: Email MR Staffing Reports

I am currently out of the office Monday Oct. 19 through Wednesday October 21. I am attending the WSPA School Law Conference.

Brian Pickard
Executive Director
School and Staff Support
South Kitsap School District
360.874-7063

From: pickard@skitsap.wednet.edu
Sent time: 10/19/2015 12:02:03 PM
To: monaglej@skitsap.wednet.edu
Subject: Automatic reply: PSE Negotiations

I am currently out of the office Monday Oct. 19 through Wednesday October 21. I am attending the WSPA School Law Conference.

Brian Pickard
Executive Director
School and Staff Support
South Kitsap School District
360.874-7063

From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 11/03/2015 10:02:14 AM
To: finnie@skitsap.wednet.edu
Subject: Employee Discipline and Misconduct Workshop: 11/20/15

Dear WSPA members,

Registration is now open to attend the *Employee Discipline and Misconduct Investigations Workshop* on November 20, 2015.

A full-day session to cover the basics of employee discipline and misconduct investigations. A practical course with discussion from sample cases, hypothetical and real-life examples.

- Employee discipline, ranging from letters of direction to termination.
- Determining the appropriate level of employee discipline. Discipline that sticks.
- Handling an employee discipline case from start to finish.
- Practical tips and guidance for conducting employee investigations.
- Knowing when to place an employee on administrative leave.
- Defining Weingarten rights.
- Conducting Loudermill hearings.
- Preparing for termination hearings.
- Principles of just cause.
- And much more!

Employee Discipline and Misconduct Investigations Workshop

Presented by: Curtis Leonard, WSPA Executive Director and Rick Kaiser, Law Offices of Richard Kaiser

- November 20, 2015
- 9:00 am-2:30 pm
- DoubleTree Suites by Hilton at Southcenter, Washington
- \$150 (Registration includes course materials, lunch, and clock hours)
- Register online at: <http://www.wspa.net/>

We hope to see you there!

Thank you,

The Washington School Personnel Association

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: WSPA Region 5 <waspa@memberclicks-mail.net>
Sent time: 11/12/2015 08:50:17 AM
To: finnie@skitsap.wednet.edu
Subject: Region 5 WSPA Meeting TOMORROW!
Attachments: Region_5_Dates_for_15-16.docx

Good morning Region 5!

Tomorrow is our first Region meeting for the 2015-16 school year! Our location for this meeting has changed. Please note that we will be meeting at the **Central Kitsap Maintenance Training Room located at 9102 Dickey Road NW in Silverdale, 98383.**

Our guest speaker tomorrow is Brendan O'Connor, Program Specialist from the Washington Professional Educator Standards Board (PESB).

I look forward to seeing everyone and enjoying a light continental style breakfast at 9:00 a.m. tomorrow. Please help me out by letting me know (respond to this email) how many folks from your district will be attending.

See you soon!

Denise Kennedy

P.S. The Regional Meeting Dates are attached

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org
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2015-16 Region 5 Meetings



Our meetings will be held (unless otherwise indicated) at the Central Kitsap School District Administration Office between the hours of 9:00 a.m. and 12:00 p.m. The building is located at:

**Jenne-Wright Administration Center
9210 Silverdale Way NW
Silverdale, WA**

Our meetings are scheduled from 9:00-12:00 p.m. on the following dates:

- November 13, 2015 **Professional Education Standards Board**
 - *Brendan O'Connor, PESB Program Specialist*
Please note location change for this meeting. Meeting will be held at the Central Kitsap Maintenance Training Room located at 9102 Dickey Road NW Silverdale, WA 98383

- January 15, 2016 **LGBTQ and how it relates to Human Resources**
 - *TBD*

- March 18, 2016 **Presentation-Topic to be determined**
 - *Curtis Leonard, WSPA Executive Director*

- May 20, 2016 **Human Resources Office- Job Function, Cross Training, & More**
 - *TBD*

For more information contact:

Denise Kennedy
Bremerton School District
Human Resources Supervisor
WSPA Region 5 Representative
denise.kennedy@bremertonschools.org
(360) 473-1026

From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 11/13/2015 11:18:12 AM
To: finnie@skitsap.wednet.edu
Subject: Reminder: Employee Discipline and Misconduct Investigations 11/20/15

Hello,

Reminder -- there is just one week until our ***Employee Discipline and Misconduct Investigations Workshop*** on November 20, 2015. We encourage you to register if you have not already!

This full-day session will cover the basics of employee discipline and misconduct investigations. This practical course includes discussion from sample cases, hypothetical and real-life examples.

- Employee discipline, ranging from letters of direction to termination.
- Determining the appropriate level of employee discipline. Discipline that sticks.
- Handling an employee discipline case from start to finish.
- Practical tips and guidance for conducting employee investigations.
- Knowing when to place an employee on administrative leave.
- Defining Weinergarten rights.
- Conducting Loudermill hearings.
- Preparing for termination hearings.
- Principals of just cause.
- And much more!

Employee Discipline and Misconduct Investigations Workshop

Presented by: Curtis Leonard, WSPA Executive Director and Rick Kaiser, Law Offices of Richard Kaiser

- November 20, 2015
- 9:00 am-2:30 pm
- DoubleTree Suites by Hilton at Southcenter, Washington
- \$150 (Registration includes course materials, lunch, and clock hours)
- Register online at: <http://www.wspa.net/>

We hope to see you there!

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: Denise Kennedy <waspa@memberclicks-mail.net>
Sent time: 11/16/2015 12:19:32 PM
To: finnie@skitsap.wednet.edu
Subject: Region 5 Follow Up
Attachments: WSPA_PESB_Update_Region_5_11_13_2015.pptx

Good day, Region 5.

I hope you all enjoyed your weekend! Thank you to all that come out to our first meeting last Friday. We had a great presentation from Brendan O'Connor from the Professional Educator Standards Board. Attached is the PowerPoint presentation for your reference.

Our next meeting is scheduled for January 15, 2016. We discussed changing things up in the Spring time and having our March and May meetings at another district. We would like to give everyone the opportunity to host and to share in the convenience of having the meeting a bit closer to home. More news to come on that!

Lastly, on a Bremerton specific note, I would love to hear from anyone who has a "Ticket Manager" position within there district and get a job description from you. We appreciate it.

Have a great week!

Denise

This email was sent to finnie@skitsap.wednet.edu by denise.kennedy@bremertonschools.org
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PESB Update WSPA Region 5

November 13, 2015

Brendan O'Connor, Program Specialist
brendan.oconnor@k12.wa.us

Presentation Topics

- Certification Continuum & Renewal
- Certification Updates
- PGPs
- Field Placement Partnerships
- Workforce Development & Assignment
- Educator Pathways Funding Programs

Certification Continuum

Residency  Professional Teacher

- [Residency Timeline](#)
- [WA ProTeach](#) information

Residency  Professional Principal, Program Administrator or School Counselor

- [Residency Timeline](#)

Professional Certification Renewal  Career

Road Map to Career Long Path

- <http://www.pesb.wa.gov/educators/road-map-to-career-long-path>
- A series of Prezi videos covering the continuum of educator certification and renewal.

ESA - School Psychologist

- Residency Certificate with expiration of June 2013, 2014, or 2015 have been granted a one time, 2-year extension.
- Dated Residency Certificate can earn a Continuing Certificate by working in the role of school psychologist for 180 days and completing 150 clock hours ([WAC 181-79A-221](#)).
- May use the [Nationally Certified School Psychologist \(NCSP\) Certificate](#) to apply for the Professional Certificate.
 - Those in the process of obtaining their NCSP may apply for a one time, 2-year extension.

ESA Certification Update

- OSPI will no longer be issuing emergency certificates for ESAs, including School Counselors, School Psychologists, School Social Workers, Occupational Therapists, Physical Therapists, Speech Language Pathologists, and School Nurses.
- For more information, contact the [OSPI Certification Office](#).

Substitute certificate

- WAC 181-79A-231 (2)(a) The substitute certificate entitles the holder to act as substitute during the absence of the regularly certificated staff member for a period not to exceed one hundred eighty days during the school year in any one assignment. Districts or approved private schools employing a teacher holding a substitute certificate in any one assignment for more than thirty days must within twenty days develop a plan of professional learning for the individual that is appropriate to the assignment and designed to support their professional growth and enhance instructional knowledge and skills to meet district needs and better assist students in meeting the state learning goals.

Endorsement Policy Updates

Beginning September 1, 2019 ...

- Teacher candidates in the following endorsement areas are required to have an additional content-area endorsement:
 - ELL / Bilingual Ed. / Special Ed. / Early Childhood Special Ed.
- Science (5-12) will only be added by certified teachers with designated science endorsements (biology, chemistry, Earth & space science, and physics)

Certificate Renewal by Role

- Teacher
- CTE Teacher
- Principal, Program Admin & Superintendent
- Guidance for Principals - Maintaining a Valid Teaching Certificate
- School Counselor
- School Psychologist

Certificate Renewal Options

	If you received your certificate Pre-September 2014	If you received your certificate Post-September 2014
Clock Hours	Professional – 150 hours Continuing – 150 hours	Professional – NA Continuing – 150 hours
PGPs	Professional Administrator – 4 PGPs/5 years only option All other Professional and Continuing – PGPs optional	Professional (all roles) – 4 PGPs/5 years only option Continuing – PGPs optional
“Mix & Match”	Professional – May “mix & match” clock hours and PGPs Continuing – May “mix & match” clock hours and PGPs	Professional (all roles) – 4 PGPs/5 years only option Continuing – May “mix & match” clock hours and PGPs

Professional Growth Plans (PGPs)

- Educators who complete 4 PGPs/5 years have completed certificate renewal requirements.
- Each completed PGP = 30 clock hours.
- Four PGPs = 120 clock hours.
- If an educator chooses to “mix & match” PGPs and clock hours, the total number of combined clock hour equivalent must = 150 clock hours.
 - 3 PGPs + 60 CH = 150 CH

Professional Growth Plans (PGPs)

- For educators who hold multiple certificates, a PGP shall meet the requirement for all professional and continuing certificates held by an individual.
 - Although additional certificated role requirements may apply.
- Growth activities from the Focused Evaluation may apply toward the PGP for that year. Only applies during Focused Eval years.

Legislature-driven Certification Requirements

- **Beginning July 1, 2015** all continuing and professional certificates for educational staff associates (Sch Counselor, Sch Psychologist, Nurses & Social Worker) will include a requirement for suicide prevention training for renewal per [RCW 28A.410.226](#).
- **Beginning September 1, 2016** continuing education or in-service training on the knowledge and competencies of the revised evaluation systems will be required as an aspect of PGPs for certificate renewal as per [RCW 28A.410.278](#).
- **Beginning July 1, 2019** certificate renewals for elementary and secondary teachers in STEM-related subjects must document completion of 15 clock hours or at least one goal from an annual PGP with a specific focus on the integration of STEM instruction as per [RCW 28A.410.2212](#).

PGP or Certificate Renewal Options

- Professional Growth Plans (PGPs) and Certification Renewal webpage:
 - <http://program.pesb.wa.gov/professional-growth-plan-pgp-t>
 - [PGP Template - Form 1697](#)
- PGP Questions?



OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
 Professional Certificate
 The Capitol Building
 P.O. Box 47000
 Olympia, WA 98547
 (360) 725-6600, (360) 874-6881

PROFESSIONAL GROWTH PLAN (PGP) TEMPLATE FOR CERTIFICATE RENEWAL

First Name: _____		Last Name: _____	
Certificate Number or Birthdate: _____			
Certificate Holder: <small>(Selecting multiple certificates, as not noted, to be listed)</small>			
<input type="checkbox"/> Professional Teacher	<input type="checkbox"/> Continuing Teacher	<input type="checkbox"/> Initial School Administrator	
<input type="checkbox"/> Professional Principal	<input type="checkbox"/> Continuing Principal	<input type="checkbox"/> Initial School Counselor	
<input type="checkbox"/> Professional Program Administrator	<input type="checkbox"/> Continuing Program Administrator	<input type="checkbox"/> Initial School Psychologist	
<input type="checkbox"/> Professional School Counselor	<input type="checkbox"/> Continuing School Counselor	<input type="checkbox"/> Initial Superintendent	
<input type="checkbox"/> Professional School Psychologist	<input type="checkbox"/> Continuing School Psychologist	<input type="checkbox"/> School Occupational Therapist	
	<input type="checkbox"/> Continuing Superintendent	<input type="checkbox"/> School Physical Therapist	
		<input type="checkbox"/> School Nurse	
		<input type="checkbox"/> School Speech-Language Pathologist	
		<input type="checkbox"/> School Social Worker	
District/Agency: _____		Academic Year: _____	
Step 1 - Needs Assessment and Goal Selection			
Describe your selected professional growth areas of focus, as well as information from your self-assessments that supports your selections. If holding multiple certificates, please indicate the Role for the Goal aligned with the Standard and Criteria/Strand. Note that all elementary education, middle level math/science, and secondary math/sciences/technology teachers are required to include a specific focus on the integration of STEM instruction as part of their PGPs. (RCW 25A.410.2212)			
Professional Growth Goals Based on your self-assessment, identify areas of focus that will lead to your professional growth.	Rationale What will you and/or your students be able to do as a result of your professional growth that you and/or they are not able to do now?	Standards-based Benchmarks For initial, continuing, and professional level certificates, focus on the "career" level benchmarks listed at: http://www.waepgsb.org/wa_wsp/initial_ess.html ; http://www.waepgsb.org/wa_wsp/continuing_ess.html ; http://www.waepgsb.org/wa_wsp/professional_ess.html	
_____	_____	_____	
Step 2 - Professional Growth Action Plan			
Activities What specific growth activities will you engage in to obtain the identified new learning? The activities should focus on both the content knowledge you acquire as well as the skills you develop.		Proposed Evidence Briefly describe the evidence that you will collect. Evidence may include areas beyond test scores such as attendance rates, discipline referrals, programs implemented, and other student or adult data.	
_____		_____	

Step 3 - Evidence of Professional Growth Final Review	
Describe the evidence that you have collected. Provide evidence and documentation for the supervisor or certificated colleague to review.	

Step 4 - Reflection/Implications	
Describe your learning and outcomes from the PGP activities. Based on this learning, what are some next steps that might guide future professional growth?	

Step 5 - Review of PGP Completion (to be completed no later than June 30)	
I declare under penalty of perjury under the laws of the State of Washington that I have completed the professional growth plan and submitted evidence to that effect. The intentional misrepresentation of a material fact in this form subjects the certificate holder to revocation of his/her certificate pursuant to chapter 151-05 WAC.	
_____ Educator Signature (required)	_____ Print Name
Date: _____	
I declare under penalty of perjury under the laws of the State of Washington that I have reviewed the professional growth plan and evidence to that effect. The intentional misrepresentation of a material fact in this form subjects the certificate holder to revocation of his/her certificate pursuant to chapter 151-05 WAC.	
_____ Supervisor/Colleague Signature	_____ Print Name
Date: _____	

Field Placement Partnerships

- Check E-Cert for each student teacher's OSPI Residency Clearance Letter

Credentials **Legacy**

Hide Old Applications

View	ID	Document	Description	Status	Background	Source	Received	Fee	Pay Info	Balance	Detail
View	957276	4050	Pre Residency Clearance	CLOSED	No	EDU	03/26/2015				Detail

Hide Old Certificates

Select	View	App ID	Certificate	Status	Recommend	App Date	Issued	Effective	Expires	Printed?	Permit?
Select	View	957276	PRE-RESIDENCY CERTIFICATE CLEARANCE	Issued	WA-19901 (08/05/2015)	03/26/2015	08/05/2015	08/05/2015	08/05/2017	08/11/2015	

Endorsements For Selected Certificate

App ID	Endorsement	Description	Status	Recommend	App Date	Issued	Effective	Expires
--------	-------------	-------------	--------	-----------	----------	--------	-----------	---------

Benefits of Field Placements

- Student teachers increase your adult-to-student classroom ratio.
- edTPA similar to ProTeach and TPEP.
- Workforce development opportunity.
 - Try ‘em before you buy ‘em! Student teachers are your future workforce.
- Communicate needs/shortage areas to local educator preparation programs to develop a workforce pipeline.

Intern Substitute Teacher Certificate

- District may request this certificate for a student teacher.
- Preparation program must approve the certificate.
- Limited to the classroom assigned for student teaching during the absence of the mentor teacher.
- [WAC 181-79A-231](#)

Update on Assignment Policy

- Tool for matching course content by teacher endorsement:

http://www.pesb.wa.gov/districts/assignment_rule_app

- The endorsement-to-course matches will nearly always meet the Title IIA Highly Qualified Teacher requirements:

<http://www.k12.wa.us/titleiia/>

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Match Course Content to Endorsement

[Download current assignment rules as an Excel document](#)

- [By Course](#)
- [By Endorsement](#)
- [By Cert Number](#)

MATHEMATICS

837-MATHEMATICS

- Informal Mathematics 02001**
Informal Mathematics courses emphasize the teaching of mathematics as problem solving, communication, and reasoning, and highlight the connections among mathematical topics and between mathematics and other disciplines. These courses approach the teaching of general math, pre-algebra, and pre-geometry topics by applying numbers, and algebraic and geometric concepts and relationships to real world problems.
- General Math 02002**
General Math courses reinforce and expand students' foundational math skills, such as arithmetic operations using rational numbers; area, perimeter, and volume of geometric figures, congruence and similarity, angle relationships, the Pythagorean theorem, the rectangular coordinate system, sets and logic, ratio and proportion, estimation, formulas, solving and graphing simple equations and inequalities.
- Particular Topics in Foundation Math 02003**
These courses examine particular topics in Foundation math, such as arithmetic or basic conceptual skills, rather than provide a general overview.
- Foundation Math-Independent Study 02047**
Foundation Math—Independent Study courses, often conducted with instructors as mentors, enable students to explore topics of interest related to foundation mathematics. Independent Study courses may serve as an opportunity for students to expand their expertise in a particular application, to explore a topic in greater detail, or to develop more advanced skills.
- Foundation Math-Other 02049**
Other Foundation Math courses.
- Pre-Algebra 02051**
Pre-Algebra courses increase students' foundational math skills and prepare them for Algebra I by covering a variety of topics, such as properties of rational numbers (i.e., number theory), ratio, proportion, estimation, exponents and radicals, the rectangular coordinate system, sets and logic, formulas, and solving first-degree equations and inequalities.
- Algebra I 02052**
Algebra I courses include the study of properties and operations of the real number system; evaluating rational algebraic expressions; solving and graphing first degree equations and inequalities; translating word problems

Pathways for Adding Endorsements

- Draft Pathways Chart for certificated teachers who wish to add an endorsement:
https://docs.google.com/document/d/1MZTwQNmbiGWSbD6WtT_peNLuaSUmokfrOwyuXREUP9c/edit?usp=sharing
- Please send feedback on draft Pathways Chart to Leslie Huff at Leslie.Huff@k12.wa.us by October 13th.

Educator Pathways Funding Programs

Educator Pathways and Funds Available:

https://drive.google.com/file/d/0ByGIqpe9SoFGR_E52Q0pFZE0yWWM/view?usp=sharing

For those who want to become a teacher:

- Alternate Routes
- Conditional Loan Scholarships

For current teachers:

- Retooling Program

Alternate Routes to Certification

Route 1

Alternative
Route for
Para-educators

Route 2

Alternative
Route for
Classified Staff
who Hold a
Minimum of a
Bachelor of
Arts Degree

Route 3

Alternative
Route for
Individuals
with Subject-
Matter
Expertise in
Shortage
Areas

Route 4

Alternative
Route for
Individuals
Teaching with
Conditional
Certificates

- For more information, see the [alternate route webpage](#) or contact Alex Manuel at Alexandra.Manuel@k12.wa.us

Educator Retooling Program

- Educator Retooling Conditional Loan Scholarship up to \$3,000 per fiscal year to add an endorsement in a shortage area:
<http://www.pesb.wa.gov/pesb-programs/scholarships/retooling>
- For more information, contact Jen Maxfield at Jennifer.Maxfield@k12.wa.us

OSPI Certification

- [E-Cert Log-in Instructions](#)
- Contact OSPI Certification:
<http://ospi.certification.sgizmo.com/s3/>

Thank you!

- PESB
- www.pesb.wa.gov
- pesb@k12.wa.us
- 360-725-6273

From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 11/27/2015 12:00:53 PM
To: monaglej@skitsap.wednet.edu
Subject: Registration now open: 21st Century Bargaining Workshop 1/29/16

Dear WSPA members,

Registration is now open to attend the ***21st Century Bargaining Workshop*** on January 29, 2016.

We are pleased to partner with the law firm of Porter, Foster, & Rorick to present this information to you.

This one-day workshop will focus on bargaining skills including bargaining law, engineering, and psychology; bargaining math; mediation of disputes; union strategies; crisis bargaining district operations; and crisis bargaining communication.

21st Century Bargaining Workshop

- January 29, 2016
- 9:00 am - 4:30 pm
- DoubleTree Suites by Hilton at Southcenter
- Member price: \$150 / Non-member price: \$200

[Registration now open](#)

We look forward to seeing you there!

Thank you,

Washington School Personnel Association

This email was sent to monaglej@skitsap.wednet.edu by admin@wspa.net

Washington School Personnel Association · PO Box 1600, Anacortes, Washington 98221, United States

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 11/27/2015 12:00:47 PM
To: finnie@skitsap.wednet.edu
Subject: Registration now open: 21st Century Bargaining Workshop 1/29/16

Dear WSPA members,

Registration is now open to attend the *21st Century Bargaining Workshop* on January 29, 2016.

We are pleased to partner with the law firm of Porter, Foster, & Rorick to present this information to you.

This one-day workshop will focus on bargaining skills including bargaining law, engineering, and psychology; bargaining math; mediation of disputes; union strategies; crisis bargaining district operations; and crisis bargaining communication.

21st Century Bargaining Workshop

- January 29, 2016
- 9:00 am - 4:30 pm
- DoubleTree Suites by Hilton at Southcenter
- Member price: \$150 / Non-member price: \$200

[Registration now open](#)

We look forward to seeing you there!

Thank you,

Washington School Personnel Association

This email was sent to finnie@skitsap.wednet.edu by admin@wspa.net

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 11/30/2015 06:01:42 PM
To: finnie@skitsap.wednet.edu
Subject: NEW DATE 21st Century Bargaining Workshop 1/27/16

Dear WSPA members,

Due to a conflict with the ERNN conference *we have moved the date of our 21st Century Bargaining Workshop to January 27, 2016.*

We are hopeful that this change will allow our members to attend both events and access the valuable information provided by both organizations.

21st Century Bargaining Workshop

- **NEW DATE: January 27, 2016**
- 9:00 am - 4:30 pm
- DoubleTree Suites by Hilton at Southcenter
- Member price: \$150 / Non-member price: \$200

Thank you for your flexibility and understanding regarding this change.

Thank you,

Washington School Personnel Association

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 12/10/2015 05:31:35 PM
To: monaglej@skitsap.wednet.edu
Subject: Annual Conference "Teaming for the Future" Registration now open!



Region 4 invites you to attend "Teaming for the Future"

WSPA Annual Conference
February 21-24, 2016
Hotel Murano and BiCentennial Pavilion
Tacoma, Washington

Registration now open! [Please click here for registration](#)

Pre-conference session: "How technology effects all aspects of human resources and email management --tips and tricks"
Sunday, February 21st, 1-4 pm

Breakout sessions to include:

- OSPI updates - Professional Educator Standards Board (PESB), Certification Office, Title IIA/Highly Qualified
- Onboarding Employees
- Records Management
- Professional Boundaries and Ethics
- Teacher/Principal Evaluation Program (TPEP)
- Managing FMLA, ADA, Worker's Compensation
- Affordable Care Act (ACA)
- The Human Resources Audit
- Department of Retirement Systems (DRS) for you and your staff
- Coping with Change

For more information, including hotel accommodations, and information about our evening social activity, please visit our website at: <http://www.wspa.net/annual-conference-2016>

We look forward to seeing you there!

Thank you,

WSPA Region 4
Washington School Personnel Association

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 12/10/2015 05:31:44 PM
To: finnie@skitsap.wednet.edu
Subject: Annual Conference "Teaming for the Future" Registration now open!



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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 12/11/2015 04:42:15 PM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Brooke Wood from Central Kitsap School District sends the following:

Central Kitsap is interested in reviewing best practices for conducting background checks on current employees and substitutes. Please take a few minutes to respond to the questions below. WSPA will make this information available to districts.

Questions

1. Do you require re-printing of current employees or substitutes on a routine basis? If yes:
2. Which employee types (regular, sub or both)?
3. How often?
4. Who pays?

1. Do you run a WATCH (Washington State Patrol) check on current employees or substitutes? If yes:
2. Which employee types (regular, sub or both)?
3. How often?

1. Do you have current employees or substitutes sign an annual criminal disclosure background document? If yes:
2. Which employee types (regular, sub or both)?
3. How is this accomplished? Electronically, hard copy...

Please share any other thoughts you have on the subject.

Thank you in advance for sharing your practices.

Send send your responses to: BrookeW@ckschools.org

Also, cc your response to: cleonard@wspa.net

This email was sent to finnie@skitsap.wednet.edu by cleonard@wspa.net

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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 12/11/2015 04:32:56 PM
To: finnie@skitsap.wednet.edu
Subject: MEMBER REQUEST

Happy Friday - I have a few WSPA member requests for your consideration today!

Randi Seaberg from Everett School District is requesting copies of forms or documents of the procedure your district utilizes to document and approve employee ADA accommodation requests. Further information about whether HR or the building/department assumes the cost for adaptive equipment, clerical support or other accommodation costs would be appreciated.

Please send your response directly to: rseaberg@everettsd.org

Also, cc your response to: cleonard@wspa.net

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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 12/21/2015 03:32:02 PM
To: finnie@skitsap.wednet.edu
Subject: Reminder: Annual Conference "Teaming for the Future" Registration now open!



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We look forward to seeing you there!

Thank you,

WSPA Region 4
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From: Jennifer Tottenham <waspa@memberclicks-mail.net>
Sent time: 12/21/2015 03:32:12 PM
To: monaglej@skitsap.wednet.edu
Subject: Reminder: Annual Conference "Teaming for the Future" Registration now open!



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From: Curtis Leonard <waspa@memberclicks-mail.net>
Sent time: 12/31/2015 01:50:57 PM
To: finnie@skitsap.wednet.edu
Subject: HELP Program

WSPA Members!

A quick update on the HELP program. Jeff Drayer, who has served as the HELP coordinator for the last 2 and a half years, is stepping aside to focus on his position as Assistant Superintendent in the Burlington-Edison School District. Please join me in thanking Jeff for his great work for the last few years.

The WSPA board will be working to fill Jeff's position and details will be forthcoming. In the meantime, HELP will be going forward as planned, but stay tuned!

I hope you have a great 2016!

All the best,

Curtis

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