

Policy Type: Executive Responsibilities 4 (District Treatment of Staff, Volunteers, and Parents)

Board Review Date: February 10, 2026

With respect to treatment of staff, volunteers, and parents, the Superintendent shall assure that conditions, procedures, actions and decisions are lawful, ethical, safe, respectful, dignified and in compliance with Board policy.

Therefore, the Superintendent will:	Evidence Requested/Presented	Board Notes	In Compliance	Not in Compliance	Follow-up Review Date
1. Ensure that reasonable background inquiries and checks are made prior to hiring any personnel or approving the use of volunteers;	<ul style="list-style-type: none"> ● All certificated and classified personnel hired by the District must have a thorough background check. ● Volunteers must have a Washington State Patrol background check per policy 5111. 		X		
2. Recommend to the Board for approval only highly qualified candidates that meet the qualifications of Federal and State guidelines and those outlined in the job descriptions.	<ul style="list-style-type: none"> ● We evaluate and update (when necessary) the questions to all of our applications. ● We have updated our screening process and we provide training for our hiring managers to ensure they have the information needed in order to make the best hiring decisions for the District. 		X		
3. Operate within District written personnel policies and procedures aligned with state law and OSPI guidelines.	<ul style="list-style-type: none"> ● We review personnel policies as recommended by WSSDA, consult with our attorney and implement changes required by OSPI and/or federal guidelines. 		X		
<p>4. Ensure an organizational culture that conforms with the following values:</p> <ul style="list-style-type: none"> a) A working environment for staff that is safe, civil and conducive to teaching and learning. b) The importance of relationships and respect in all interactions with students. c) Open, respectful communication. d) Focus on the organizational goals. e) Commitment to the integrity and the positive image of the district, its leaders, and staff. 	<ul style="list-style-type: none"> ● We provide all staff with training, and maintain an annual training schedule for all staff related to safety, civility and high expectations supported through the following policies: <ul style="list-style-type: none"> a. Prohibition of Harassment, Intimidation and Bullying (3207) b. Non-Discrimination (3210), Sexual Harassment of Students Prohibited (3205) c. Child Abuse, Neglect and Exploitation Prevention (3421) d. Maintaining Professional Staff & Student Boundaries (5253) ● The District Safety Committee identifies concerns and looks for solutions (reviews incident reports & claims, labor management issues, etc.) ● The District Wellness Committee is committed to workforce mental health which shares secondary traumatic stress, stress management, and other mental health resources (SmartHealth); is building a 3 tiered support system; supporting staff wellness spaces, staff engagement, relationship building activities ● We have District Emergency Handbooks & Emergency Planning (Drills) ● School-based initiatives like Positive Behavior Interventions and Support (PBIS), and Restorative Practices, Multi-Tiered Systems of Support (MTSS) and student voice councils reinforce respectful relationships and responsible decision making. 		X		

	<ul style="list-style-type: none"> ● District leadership and the communications team model positive communication and support expectations of courteous interactions involving all staff, students, parents, and guests of the District. ● School assemblies provide positive interactions between staff & students (spirit day/week, competitions, etc.) ● School Improvement Plans in conjunction with Board and Superintendent planning ensure that District goals are at the center of all work in the District. ● As shown through Board expectations and policies, the District leadership maintains a focus on our educational mission and ensures high expectations are upheld throughout the district. ● Labor Management Meetings provide open and respectful communication between Washougal Association of Educators (WAE), Public School Employees (PSE) & Principals Association of Washougal (PAW), which includes the Superintendent ● District Communications to parents and our community through ParentSquare, Website, Facebook, Instagram & Program Newsletters ● Building Level Labor Management Meetings provide open dialogue between building principals their building representatives (WAE & PSE) ● District work is aligned with Board and Superintendent planning (Strategic Plan), ensuring that district goals are at the center of all we do. <ul style="list-style-type: none"> a. Building - School Improvement Plans (SIP) b. Ends Reports c. Budget Reports d. PLCs e. Partnerships ● We demonstrate a commitment to integrity through our Board expectations & policies <ul style="list-style-type: none"> a. District leaderships' focus on our educational mission b. High expectations of all district staff c. Positive community relationships d. Seeking feedback for continuous improvement e. Educational code of conduct 				
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