

Board of Directors

Regular Meeting April 12, 2022 7:00 p.m.

This meeting will be held in the
Franklin Pierce High School Corrigan Room
located at **11002 18th Avenue East** in Tacoma, Washington.

The public may attend in person, online using this Zoom webinar link –
<https://fpschools.zoom.us/j/81271378257?pwd=QkJ1Q0c0NnBRdzMvakVmTkFKTGJFdz09>
or by phone at +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.
Webinar ID: 812 7137 8257 Password: WsRm041222

Audience and community comments are welcome and will be limited to two minutes per person.
In-person attendees may sign up to comment at the check-in table upon arrival.
Online Zoom attendees may deliver written comments to or schedule oral comments with
the Superintendent's Office (kholtan@fpschools.org or 253-298-3010)
by 3 p.m. on April 11, 2022.

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

FRANKLIN PIERCE SCHOOLS

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

Franklin Pierce School Board's Operating Principles

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

Communications, Cooperation, and Trust

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

Effective Meetings

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

Decision Making

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

Addressing Citizen or Staff Complaints

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

Board Operations

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

REGULAR MEETING OF THE BOARD OF DIRECTORS April 12, 2022 – 7 p.m.

This meeting will be held in the
Franklin Pierce High School Corrigan Room
located at **11002 18th Avenue East** in Tacoma, Washington.

AGENDA

The public may attend in person, online using this Zoom webinar link –
<https://fpschools.zoom.us/j/81271378257?pwd=QkJ1Q0c0NnBRdzMvakVmTkFKTGJFdz09>
or by phone at +1 (253) 215 8782 or +1 (346) 248 7799 or +1 (312) 626 6799.
Webinar ID: 812 7137 8257 Password: WsRm041222

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

- 1. Superintendent
- 2. Board of Directors
- 3. Audience/Community

Comments are welcome and will be limited to two minutes per person. In-person attendees may sign up to comment at the check-in table upon arrival. Online Zoom attendees may deliver written comments to or schedule oral comments with the Superintendent's Office (kholtan@fpschools.org or 253-298-3010) by 3 p.m. on April 11, 2022.

Audience members may exit at this time or stay for the remainder of the meeting.

VI. **Consent Agenda**

- 1. Minutes: March 8, 2022A
- 2. Audit of Expenditures: March 2022B
- 3. Personnel ActionC
- 4. Budget Status Reports: February 2022D

VII. **Old Business**

- 1. Policy 1815: Ethical Conduct for School Board DirectorsE
- 2. Policy 1822: Training and Professional Development for School Board DirectorsF
- 3. Policy 1825: Addressing School Board Director ViolationsG
- 4. Policy 2418: Waiver of High School Graduation CreditsH

VIII. **New Business**

- 1. Travel Request: Overnight Field Trip with Students – College Visits (WHS)I
- 2. Information Technology SurplusJ
- 3. Bates Technical College Interlocal Agreement for Educational ServicesK
- 4. 2021-2022 Teamsters COVID-19 AgreementL
- 5. Resolution 22-R-06: Lead in Drinking Water Action PlanM

IX. **Proposals**

- 1. Policy 1250: Students on Governing BoardsN
- 2. Policy 5411: Staff VacationsO

X. **Information**

- 1. Procedure 1250P: Students on Governing BoardsP
- 2. Procedure 3211P: Gender-Inclusive SchoolsQ
- 3. Approved Out-of-State Staff Travel RequestsR

XI. **Adjournment**

Next Meeting: May 10, 2022

In-Person Public Meetings during the COVID-19 Pandemic

Franklin Pierce Schools will follow all health and safety guidance related to public meetings, including applicable federal, state, and local guidance, and the Open Public Meetings Act (OPMA).

- All persons attending Franklin Pierce School Board meetings in person will be required to:
 - Sign in with contact tracing information including full name, phone number, email address, and residential or mailing address;* and
 - Maintain six feet of physical distance from other people.
- A COVID-19 Site Supervisor will be present during each meeting to assist with safety processes. Hand sanitizer and face coverings will be available for anyone who requests them.
- All Franklin Pierce School District properties remain gun-free, smoke-free zones.
- Anyone unwilling or unable to meet these requirements will not be allowed to attend the meeting in person but they may attend remotely using Zoom webinar. Instructions for joining the meeting online are contained on the agenda.
- Public Comments during the Announcements and Communication portion of the School Board Regular Meeting:
 - In-Person Attendees: Sign up at the check-in table upon arrival at the meeting location.
 - Online Zoom Attendees: Contact Kristin Holten at kholtan@fpschools.org or 253-298-3010 by 3 p.m. the day prior to the meeting to submit written comments or receive instructions for commenting live using the Zoom webinar system.

** Contact information provided as part of the registration process is intended to assist public health authorities with contact tracing – the process of identifying and reaching out to people who may have been exposed to a person with COVID-19. Because that contact information is being provided for a public health purpose, it is not subject to disclosure under the Public Records Act (PRA). Proclamation 20-64, et seq.*

Franklin Pierce Schools

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

Board directors and audience attended either via Zoom video webinar 848 1542 7568 – (253) 215-8782
or in-person at Franklin Pierce High School Corrigan Room, 11002 18th Avenue East, Tacoma, WA 98445.

March 8, 2022

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Davis called the special meeting to order at 6:00 p.m.

BOARD MEMBERS PRESENT

Mr. Davis, Mr. Nerio, Mr. Sablan, Mrs. Sherman. Excused: Dr. Mendoza.

SPECIAL MEETING

The Board of Directors reviewed and discussed the following items:

1. Superintendent's Update
2. Sewer Easements
3. Student Discipline

ADJOURNMENT

There being no business to transact, the special meeting adjourned at 6:59 p.m.

Secretary of the Board

President of the Board

Franklin Pierce Schools

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

Board directors and audience attended either via Zoom video webinar 848 1542 7568 – (253) 215-8782 or in-person at Franklin Pierce High School Corrigan Room, 11002 18th Avenue East, Tacoma, WA 98445.

March 8, 2022

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

Mr. Davis called the meeting to order at 7:07 p.m.

BOARD MEMBERS PRESENT

Mr. Davis, Mr. Nerio, Mr. Sablan, Mrs. Sherman. Excused: Dr. Mendoza.

AGENDA

22-M-14

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

ANNOUNCEMENTS & COMMENTS FROM THE SUPERINTENDENT

Dr. Goodpaster commented on district activities/events and COVID-19 regulations and guidance.

ANNOUNCEMENTS & COMMENTS FROM THE BOARD

- Mr. Nerio commented communication related to the war in the Ukraine.
- Mr. Davis commented on the professionalism of Franklin Pierce staff during the pandemic.

ANNOUNCEMENTS & COMMENTS FROM THE COMMUNITY

- Ms. Cate Roscoe, Franklin Pierce High School Teacher, commented on upcoming COVID-19 regulation changes.
- Mr. Kevin Marshall, FPEA President, commented on upcoming COVID-19 regulation changes.
- Ms. Angela Nommensen, Parent of Harvard Elementary School students, commented on COVID-19 regulations.

CONSENT AGENDA

22-M-15

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

(1) Minutes

Minutes of the Board of Directors were approved for the special and regular meetings held February 8, 2022, the special meeting held February 22, 2022, and the special meeting held March 1, 2022.

(2) Audit of Expenditures

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held March 8, 2022, authorized the County Treasurer to pay all warrants/transfers specified below.

	<u>NUMBER</u>	<u>AMOUNT</u>	<u>DATE ISSUED</u>
General Fund – Payroll	Direct Dep/Bank Fees	\$6,257,922.65	02/28/2022
	271639-271673	\$21,388.48	02/28/2022
	271674-271708	\$2,886,888.33	02/28/2022
General Fund – A/P	A/P Direct Deposit	\$54,480.63	02/15/2022
	271547-271627	\$696,293.12	02/15/2022
	A/P Direct Deposit	\$402,230.26	02/28/2022
	271709-271754	\$501,704.22	02/28/2022
Capital Projects	271628-271636	\$961,536.94	02/15/2022
	A/P Direct Deposit	\$163,331.26	02/28/2022
	271755-271759	\$46,098.01	02/28/2022
ASB	A/P Direct Deposit	\$151.81	02/15/2022
	271637-271638	\$650.00	02/15/2022
	A/P Direct Deposit	\$6,620.43	02/28/2022
	271760	\$35.73	02/28/2022
Trust	A/P Direct Deposit	\$68.77	02/28/2022

(3) Personnel Action**NEW HIRES**

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>HIRE DATE</u>
Abler, Kayla	Full Time Substitute Teacher	Human Resources	02/15/2022
Arceneaux, Ayanna	High School Administrative Assistant	Franklin Pierce	02/28/2022
Bell, Rachel	Paraeducator	Hewins ELC	02/07/2022
Bucher, Jamie	Full Time Substitute Custodian	Franklin Pierce	03/01/2022
Calixto, Ashley	Public Engagement Manager	Superintendent's Office	02/15/2022
Davis, Traci	Full Time Substitute Teacher	Human Resources	02/07/2022
Hernandez Benitez, Paula	Paraeducator	James Sales	02/28/2022
Killingsworth, Christopher	Custodian	Franklin Pierce	02/28/2022
Lewandoski, Alison	Temporary Paraeducator	Harvard	02/28/2022
Pearsall, Roxanne	Paraeducator	Brookdale	02/28/2022
Pound, Hailie	Custodian	Franklin Pierce	02/01/2022
Radonski, Angela	Student Health Services Registered Nurse	PK-12	02/28/2022
Thompson, Brandon	Custodian	Keithley	02/15/2022
Velazquez, Jessica	Temporary Paraeducator	Christensen	02/02/2022
Wilson, Michael	Teacher	Ford	02/03/2022
Yslas, Melissa	Paraeducator	James Sales	02/28/2022

TERMINATIONS

NAME	POSITION	LOCATION	EFFECTIVE DATE
Angermeir, Christina	Financial Coordinator	Franklin Pierce	1/27/2022
Banks, Frank	Assistant Chief	Washington	2/11/2022
Baumgarten, Mark	Capital Projects Manager	Support Services	3/31/2022
Beard, Deena	Instructional Specialist	Teaching & Learning Services	3/3/2022
Colvin, Ben	Network Systems Administrator	Information Technology	2/17/2022
Desmond, Kristen	Payroll Coordinator	Payroll	2/25/2022
Dunham, Marisa	Paraeducator	Ford	3/11/2022
Esquivel Texocotitla, Marta	Licensed Practical Nurse	Collins	4/1/2022
Fisher, Marlys	Family Support Specialist	Hewins ELC	8/31/2022
Kaufmann, Lynette	ECEAP Teacher	Hewins ELC	6/21/2022
Massier, Robbi	Paraeducator	Hewins ELC	1/31/2022
Nix, Cassandra	Paraeducator	Elmhurst	4/1/2022
Walters, Leroy	Teacher	Franklin Pierce	2/2/2022

APPOINTMENTS / PROMOTIONS / TRANSFERS

NAME	EFFECTIVE DATE	NEW POSITION & LOCATION
Baird, Joshua	02/09/2022	Network Specialist Information Technology
Jaquez, Justin	02/07/2022	Assistant Chief Harvard
Kennedy, Kayla	02/14/2022	Assistant Chief Washington
Lefebvre, Jena	02/14/2022	Multimedia Tech Washington
Nabors, Angelita	02/14/2022	Job Coach Paraeducator Washington
Sepich-Hall, Trent	03/10/2022	Grounds Maintenance Support Services
Stewart, Morgan	02/10/2022	Teacher Franklin Pierce

(4) Investment and Financial Reports

Budget status reports for the General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund, and Transportation Vehicle Fund for the month of January 2022.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FPHS AND WHS WRESTLING

22-M-16

It was moved by Mrs. Sherman, seconded by Mr. Sablan, and unanimously passed that the Board of Directors approve the overnight field trip travel request with Franklin Pierce High School students and Washington High School students for the sub district wrestling tournament.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FPHS BOYS BASKETBALL

22-M-17

It was moved by Mr. Nerio, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the overnight field trip travel request with Franklin Pierce High School students for the 2A WIAA Boys Basketball State Championship.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FPHS KEY CLUB

22-M-18

It was moved by Mr. Sablan, seconded by Mr. Nerio, and unanimously passed that the Board of Directors approve the Key Club overnight field trip travel request with Franklin Pierce High School students.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FPHS BOYS BASEBALL**22-M-19**

It was moved by Mrs. Sherman, seconded by Mr. Nerio, and unanimously passed that the Board of Directors approve the boys baseball overnight field trip travel request with Franklin Pierce High School students.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FPHS SPORTS MEDICINE CLUB**22-M-20**

It was moved by Mr. Sablan, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the Sports Medicine Club overnight field trip travel request with Franklin Pierce High School students.

OVERNIGHT FIELD TRIP TRAVEL REQUEST – FMS/FPHS/WHS YOUTH & GOVERNMENT**22-M-21**

It was moved by Mrs. Sherman, seconded by Mr. Nerio, and unanimously passed that the Board of Directors approve the YMCA Youth Legislature overnight field trip travel requests with students from Ford Middle School, Franklin Pierce High School, and Washington High School.

OUT-OF-ENDORSEMENT ASSIGNMENTS**22-M-22**

It was moved by Mr. Nerio, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the assignment of Robert Joyner to teach Guitar at Franklin Pierce High School, Chance Las Dulce to teach English Language Arts at Washington High School, and Tuyen Nguyen to teach Math and Science at Keithley Middle School.

CONDITIONAL TEACHING CERTIFICATES**22-M-23**

It was moved by Mr. Sablan, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors approve the request to grant conditional teaching certificates for Emmauel Bofa and Morgan Stewart.

2021-2022 IUOE COVID-19 MEMORANDUM OF UNDERSTANDING**22-M-24**

It was moved by Mrs. Sherman, seconded by Mr. Nerio, and unanimously passed that the Board of Directors approve the 2021-2022 Memorandum of Understanding between Franklin Pierce School District and International Union of Operating Engineers Local 302 Franklin Pierce Custodians.

RESOLUTION 22-R-01: CONTRACT AWARD – FRANKLIN PIERCE SCHOOL DISTRICT PERFORMING ARTS CENTER PROJECT**22-M-25**

It was moved by Mr. Nerio, seconded by Mr. Sablan, and unanimously passed that the Board of Directors adopt Resolution 22-R-01: Contract Award for the Franklin Pierce School District Performing Arts Center Project.

RESOLUTION 22-R-02: INTENT TO CONSTRUCT – FRANKLIN PIERCE SCHOOL DISTRICT PERFORMING ARTS CENTER PROJECT**22-M-26**

It was moved by Mr. Sablan, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt Resolution 22-R-02: Intent to Construct the Franklin Pierce School District Performing Arts Center Project.

RESOLUTION 22-R-03: GRANT OF PUBLIC SANITARY SEWER EASEMENT**22-M-27**

It was moved by Mr. Nerio, seconded by Mrs. Sherman, and unanimously passed that the Board of Directors adopt Resolution 22-R-03: Grant of Public Sanitary Sewer Easement.

RESOLUTION 22-R-04: TEMPORARY CONSTRUCTION EASEMENT**22-M-28**

It was moved by Mrs. Sherman, seconded by Mr. Sablan, and unanimously passed that the Board of Directors adopt Resolution 22-R-04: Temporary Construction Easement.

RESOLUTION 22-R-05: ACCESS EASEMENT FOR SANITARY SEWERS**22-M-29**

It was moved by Mr. Sablan, seconded by Mr. Nerio, and unanimously passed that the Board of Directors adopt Resolution 22-R-05: Access Easement for Sanitary Sewers.

22-M-30

RIGHT AT SCHOOL, LLC SERVICES AGREEMENT

It was moved by Mr. Nerio, seconded by Mr. Sablan, and unanimously passed that the Board of Directors approve the Right at School Services Agreement by and between Right at School, LLC and Franklin Pierce School District.

POLICY 1815: ETHICAL CONDUCT FOR SCHOOL DIRECTORS

Dr. Lance Goodpaster, Superintendent, presented new Board Policy 1815: Ethical Conduct for School Directors for first reading. This item will be placed on the agenda for action at the next regularly scheduled Board of Directors meeting.

POLICY 1822: TRAINING AND PROFESSIONAL DEVELOPMENT FOR BOARD MEMBERS

Dr. Lance Goodpaster, Superintendent, presented revised Board Policy 1822: Training and Professional Development for Board Members for first reading. This item will be placed on the agenda for action at the next regularly scheduled Board of Directors meeting.

POLICY 1825: ADDRESSING SCHOOL DIRECTOR VIOLATIONS

Dr. Lance Goodpaster, Superintendent, presented new Board Policy 1825: Addressing School Director Violations for first reading. This item will be placed on the agenda for action at the next regularly scheduled Board of Directors meeting.

POLICY 2418: WAIVER OF HIGH SCHOOL GRADUATION CREDITS

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

ANNUAL REPORT OF BUILDING CONDITIONS UNDER THE ASSET PRESERVATION PROGRAM

Mr. Robin Heinrichs, Executive Director of Support Services, presented the Annual Report of Building Conditions under the Asset Preservation Program as an information only item.

FORM 2418F: WAIVER OF HIGH SCHOOL GRADUATION CREDITS

Ms. Vicki Bates, Executive Director of Teaching and Learning Services, presented revised Board Form 2418F: Waiver of High School Graduation Credits as an information only item.

PROCEDURE 3211P: GENDER-INCLUSIVE SCHOOLS

Mr. James Hester, Deputy Superintendent of PK-12, presented revised Board Procedure 3211P: Gender-Inclusive Schools as an information only item.

APPROVED OUT-OF-STATE STAFF TRAVEL REQUESTS

Dr. Goodpaster, Superintendent, presented a list of recently approved out-of-state staff travel requests as an information only item.

ADJOURNMENT

Mr. Davis announced that the next regular meeting of the Board of Directors will be held on Tuesday, April 12, 2022, beginning at 7 p.m. The meeting will be held remotely or in the Franklin Pierce High School Corrigan Room depending on current public health and open public meeting regulations.

There being no further business to transact, the meeting adjourned at 8:38 p.m.

Secretary of the Board

President of the Board

MEMORANDUM

TO: Board of Directors
FROM: Tammy Bigelow, Director of Business Services
DATE: April 12, 2022
SUBJECT: Audit of Expenditures

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, expense reimbursement claims certified as required by RCW 42.24.090, and payroll disbursements are identified below and approved for payment. The Franklin Pierce Board of Directors, at its regularly scheduled meeting held April 12, 2022, authorizes the County Treasurer to pay all warrants/transfers specified below. To obtain a copy of the detailed listing, please contact the Superintendent's Office.

	<u>Number</u>	<u>Amount</u>	<u>Date Issued</u>
General Fund – Payroll	Direct Dep/Bank Fees	\$6,104,380.94	3/31/2022
	271906-271939	\$25,119.22	3/31/2022
	271940-271972	\$2,871,349.48	3/31/2022
General Fund – A/P	A/P Direct Deposit	\$15,962.37	3/15/2022
	271761-271835	\$286,957.01	3/15/2022
	A/P Direct Deposit	\$327,738.67	3/31/2022
	271847-271900	\$331,804.45	3/31/2022
Capital Projects	A/P Direct Deposit	\$24,012.32	3/15/2022
	271836-271844	\$770,529.15	3/15/2022
	A/P Direct Deposit	\$51,099.17	3/31/2022
	271901-271904	\$109,340.01	3/31/2022
ASB	271845-271846	\$775.00	3/15/2022
	A/P Direct Deposit	\$21,607.77	3/31/2022
	271905	\$75.00	3/31/2022
Trust	A/P Direct Deposit	\$644.19	3/31/2022

MEMORANDUM

TO: Board of Directors
FROM: Brandy Marshall, Director of Human Resources
DATE: April 12, 2022
SUBJECT: Personnel Action

NEW HIRES				
NAME	POSITION	LOCATION	HIRE DATE	REASON
Andre, Claire	Temporary Paraeducator	Brookdale	03/07/2022	Temporary
Burrows, Randa	Paraeducator	Ford	03/28/2022	Replacement
Bussell, Dennia	Paraeducator	Franklin Pierce	03/30/2022	Replacement
Cruz, Sherise	Licensed Practical Nurse	Collins	03/31/2022	Replacement
Demmert, Lawrence	Full Time Teacher Substitute	Human Resources	03/28/2022	Leave Replacement
Filisi, Brittany	Full Time Custodian Substitute	Washington	03/25/2022	Growth
Grant, Laurie	Licensed Practical Nurse	Ford	03/14/2022	Replacement
Greenwood, Faustine	Full Time Teacher Substitute	Human Resources	03/28/2022	Leave Replacement
Gutierrez, Theresa	Paraeducator	Central Avenue	03/16/2022	Replacement
Hamilton, Kory	Teacher	Franklin Pierce	08/22/2022	Leave Replacement
Huang Castillo, Yuanxi	Full Time Teacher Substitute	Human Resources	03/24/2022	Leave Replacement
Masura, Katelyn	Paraeducator	Washington	03/14/2022	Replacement
Murray, John	Full Time Custodian Substitute	Keithley	03/07/2022	Growth
Perez, Vincent	Mechanic	Transportation	03/28/2022	Replacement
Swift, Peter	Network Systems Administrator	Information Technology	03/25/2022	Replacement
Vazquez, Ivan	IT Support Specialist	Information Technology	03/14/2022	Replacement
Weigand, Robin	Full Time Custodian Substitute	Ford	03/28/2022	Growth
Woolfork, Clay	Network Infrastructure/Systems Manager	Information Technology	04/04/2022	Replacement
Yevchev, Yana	Paraeducator	Central Avenue	03/30/2022	Replacement

TERMINATIONS

NAME	POSITION	LOCATION	HIRE DATE	EFFECTIVE DATE	REASON
Beagley, Teresa	Teacher	Brookdale	08/19/2019	06/21/2022	Resignation
Dosser, Terry	Transition Specialist	Teaching & Learning Services	08/20/2018	07/01/2022	Retirement
Elliot, Kendra	Teacher	Midland	08/19/2019	06/30/2022	Resignation
Gilbert, Celena	Teacher	Franklin Pierce	08/23/2021	08/31/2022	Resignation
Land, Debra	Paraeducator	Keithley	11/20/2017	03/01/2022	Resignation
Lee, Christy	Teacher	Franklin Pierce	08/31/2020	08/31/2022	Resignation
Leon, Jacob	Teacher	Washington	08/31/2020	08/31/2022	Resignation
Miles, Hellen	Paraeducator	James Sales	08/31/2021	03/11/2022	Resignation
Nunez, Eduardo	Assistant Principal	Midland	07/01/2020	06/30/2022	Resignation
Nybo, Anne	Nutrition Services Assistant III	Central Avenue	01/09/2020	03/07/2022	Deceased
Quinn, Genesis	Dual Language Teacher	Harvard	08/31/2020	04/29/2022	Resignation
Russell, Jessica	Teacher	Central Avenue	08/21/2017	08/31/2022	Resignation
Saunders, Jamie	Psychologist	Teaching & Learning Services	11/01/2021	08/31/2022	Resignation
Smith, Charmaine	Paraeducator	Franklin Pierce	10/25/2000	03/24/2022	Resignation
Vargas, Britt	Special Ed Teacher	Franklin Pierce	08/23/2021	08/31/2022	Resignation
Warren, Autumn	Teacher	Brookdale	08/19/2019	08/31/2022	Resignation
Wofford, Veronica	Nutrition Services Assistant II	Franklin Pierce	10/18/2000	03/21/2022	Resignation
Wright, Alexys	Teacher	Ford	08/19/2019	08/31/2022	Resignation
Zepeda, Christian	Teacher	Franklin Pierce	08/31/2020	03/15/2022	Resignation
Zurfluh, Donald	Assistant Chief	Hewins ELC	03/23/2020	03/31/2022	Resignation

APPOINTMENTS / PROMOTIONS / TRANSFERS

NAME	PREVIOUS POSITION & LOCATION	EFFECTIVE DATE	NEW POSITION & LOCATION	REASON
Brist, Lori	Counseling Coordinator / Franklin Pierce	03/07/2022	Office Coordinator / GATES	Reassignment
Bolle, Savannah	Assistant Chief / Collins	03/29/2022	Custodian / Ford	Reassignment
Chapman, Breanne	Counselor & Dean / Franklin Pierce	07/01/2022	Assistant Principal / Keithley	Promotion
Dixon, Shontise	Paraeducator / Hewins ELC	03/16/2022	Office Assistant / Hewins ELC	Reassignment
McElvain, Shay	Dean of Students / Ford & Harvard	07/01/2022	Assistant Principal / Ford	Promotion
Peterman, Paula	Office Manager / Transportation	03/07/2022	Payroll Coordinator / Payroll	Reassignment
Schenk, Richenda	Office Assistant / Christensen	03/17/2022	Financial Coordinator / Franklin Pierce	Reassignment
Tellis, D Machele	Assistant Chief / Ford	02/28/2022	Assistant Chief / Keithley	Reassignment
Thompson, Brandon	Custodian / Keithley	03/28/2022	Assistant Chief / Hewins ELC	Promotion
Washam, Jacqueline	TOSA / College & Career Readiness	07/01/2022	Assistant Principal / Washington	Promotion
Zurfluh, Cathryn	Custodian / Ford	03/18/2022	Assistant Chief / Ford	Promotion

LEAVES OF ABSENCE

NAME	POSITION / LOCATION	LEAVE TYPE	LEAVING	RETURNING
Albers, Amanda	Teacher / Midland	General Leave 1.0	06/21/2022	09/01/2023
Betts, Bonnie	Occupational Therapist	General Leave 0.2	06/21/2022	09/01/2023
Kalapus, Kayde	Teacher / Harvard	General Leave 1.0	06/21/2022	09/01/2023
Sok, Sathoun	Teacher / Ford	General Leave 1.0	06/21/2022	09/01/2023



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Tammy Bigelow, Director of Business Services
DATE: April 12, 2022
SUBJECT: Budget Status Reports, February 2022

Attached are the Budget Status Reports for all funds for February 2022.

General Fund

As of February 28, 2022, the ending fund balance was \$8,288,451. Property tax receipted was \$285,136 in February for a total revenue of \$9,868,769. Expenditures totaled \$10,779,150 with an excess of expenditures over revenue of \$910,381.

Capital Project Fund

As of February 28, 2022, the ending fund balance was \$24,476,966. Property tax receipted was \$46,388. Local income from interest and impact fees totaled \$6,751.

- **Expenditures:**
 - **Bond: \$987,496**
 - **Technology Levy: \$167,543**
 - Network Infrastructure: \$88,383
 - New Computers: \$18,122
 - Fiber: \$18,512
 - VOIP Charges: \$23,334
 - Other Software: \$772
 - Utilities: \$12,920
 - Bell & Clock: \$5,500

Debt Service Fund

Property tax collections in February totaled \$190,700 with ending fund balance of \$752,613.

Associated Student Body Fund

Ending fund balance was \$459,600.

Transportation Vehicle Fund

Ending fund balance was \$956,116.

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

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February , 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	14,380,077	285,136.23	6,701,947.05		7,678,129.95	46.61
2000 LOCAL SUPPORT NONTAX	498,691	72,224.08	285,536.16		213,154.84	57.26
3000 STATE, GENERAL PURPOSE	75,095,502	5,914,106.76	33,292,185.84		41,803,316.16	44.33
4000 STATE, SPECIAL PURPOSE	23,833,298	1,994,685.94	10,537,876.86		13,295,421.14	44.21
5000 FEDERAL, GENERAL PURPOSE	85,000	22,631.03	41,531.53		43,468.47	48.86
6000 FEDERAL, SPECIAL PURPOSE	22,318,926	1,579,985.35	6,698,722.61		15,620,203.39	30.01
7000 REVENUES FR OTH SCH DIST	0	.00	676.15		676.15-	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	125,000.00		125,000.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 136,211,494	 9,868,769.39	 57,683,476.20		 78,528,017.80	 42.35
 <u>B. EXPENDITURES</u>						
00 Regular Instruction	68,938,070	5,137,901.05	29,647,396.43	28,016,397.96	11,274,275.61	83.65
10 Federal Stimulus	453,400	160,146.65	1,411,924.36	687,861.52	1,646,385.88-	463.12
20 Special Ed Instruction	21,409,576	1,930,916.39	9,824,099.70	9,691,539.14	1,893,937.16	91.15
30 Voc. Ed Instruction	3,722,389	352,292.43	2,150,952.08	1,877,096.12	305,659.20-	108.21
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	13,727,075	953,178.37	5,649,311.97	5,511,063.42	2,566,699.61	81.30
70 Other Instructional Pgms	918,699	63,479.04	383,410.72	314,222.12	221,066.16	75.94
80 Community Services	732,851	51,249.73	330,804.18	300,778.23	101,268.59	86.18
90 Support Services	30,461,605	2,129,986.97	13,027,681.01	11,005,591.51	6,428,332.48	78.90
 <u>Total EXPENDITURES</u>	 140,363,665	 10,779,150.63	 62,425,580.45	 57,404,550.02	 20,533,534.53	 85.37
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	4,152,171-	910,381.24-	4,742,104.25-		589,933.25-	14.21
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 12,000,000		 13,030,555.40			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 7,847,829		 8,288,451.15			
<u>(E+F + OR - G)</u>						

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	2,571,001	46,388.24	1,107,890.63		1,463,110.37	43.09
2000 Local Support Nontax	564,500	6,751.09	266,116.60		298,383.40	47.14
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	9,228,000	.00	.00		9,228,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 12,363,501	 53,139.33	 1,374,007.23		 10,989,493.77	 11.11
 <u>B. EXPENDITURES</u>						
10 Sites	0	201,260.45	293,341.36	2,712,732.70	3,006,074.06-	0.00
20 Buildings	46,728,000	801,212.63	9,439,618.94	5,131,796.70	32,156,584.36	31.18
30 Equipment	4,400,000	167,543.13	2,715,633.74	2,180,171.23	495,804.97-	111.27
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	1,100	950.00	950.00	0.00	150.00	86.36
 <u>Total EXPENDITURES</u>	 51,129,100	 1,170,966.21	 12,449,544.04	 10,024,700.63	 28,654,855.33	 43.96
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	38,765,599-	1,117,826.88-	11,075,536.81-		27,690,062.19	71.43-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 42,222,687		 35,552,503.24			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 3,457,088		 24,476,966.43			
<u>(E+F + OR - G)</u>						

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	10,277,213	190,700.10	4,298,130.26		5,979,082.74	41.82
2000 Local Support Nontax	10,000	42.82	895.95		9,104.05	8.96
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 10,287,213	 190,742.92	 4,299,026.21		 5,988,186.79	 41.79
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,770,000	.00	3,770,000.00	0.00	.00	100.00
Interest On Bonds	5,882,700	.00	2,978,850.00	0.00	2,903,850.00	50.64
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	600.00	0.00	9,400.00	6.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 9,662,700	 .00	 6,749,450.00	 0.00	 2,913,250.00	 69.85
 <u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>D. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	624,513	190,742.92	2,450,423.79-		3,074,936.79-	492.37-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 2,197,913		 3,203,037.67			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 2,822,426		 752,613.88			
<u>(E+F + OR - G)</u>						

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 GENERAL STUDENT BODY	307,027	2,237.19	32,112.79		274,914.21	10.46
2000 ATHLETICS	206,700	20,024.93	80,177.76		126,522.24	38.79
3000 CLASSES	49,500	22.00	13,522.00		35,978.00	27.32
4000 CLUBS	136,300	3,747.59	18,158.57		118,141.43	13.32
6000 PRIVATE MONEYS	34,981	462.00	20,235.58		14,745.42	57.85
<u>Total REVENUES</u>	734,508	26,493.71	164,206.70		570,301.30	22.36
<u>B. EXPENDITURES</u>						
1000 GENERAL STUDENT BODY	320,707	958.59	22,688.82	0.00	298,018.18	7.07
2000 ATHLETICS	209,600	4,965.60	31,444.09	0.00	178,155.91	15.00
3000 CLASSES	47,600	.00	7,439.70	0.00	40,160.30	15.63
4000 CLUBS	169,550	1,533.78	15,049.69	0.00	154,500.31	8.88
6000 PRIVATE MONEYS	16,500	.00	9,123.60	0.00	7,376.40	55.29
<u>Total EXPENDITURES</u>	763,957	7,457.97	85,745.90	0.00	678,211.10	11.22
<u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES</u> <u>(A-B)</u>	29,449-	19,035.74	78,460.80		107,909.80	366.43-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	350,000		381,139.83			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	320,551		459,600.63			
<u>C+D + OR - E)</u>						

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)For the FRANKLIN PIERCE SCHOOLS School District for the Month of February, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	2,000	74.96	410.97		1,589.03	20.55
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	380,000	.00	.00		380,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	708,126	.00	.00		708,126.00	0.00
9000 Other Financing Sources	0	.00	39,750.00		39,750.00-	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	1,090,126	74.96	40,160.97		1,049,965.03	3.68
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	1,090,126	74.96	40,160.97		1,049,965.03	3.68
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	1,687,000	.00	.00	1,682,136.82	4,863.18	99.71
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 1,687,000	 .00	 .00	 1,682,136.82	 4,863.18	 99.71
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	596,874-	74.96	40,160.97		637,034.97	106.73-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	915,694		915,955.56			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u>	318,820		956,116.53			
<u>(G+H + OR - I)</u>						



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Policy 1815: Ethical Conduct for School Board Directors

BACKGROUND INFORMATION

To support school boards in articulating the core ethical standards, WSSDA has developed new Board Policy 1815: Ethical Conduct for School Board Directors. This new policy pairs with new Board Policy 1825: Addressing School Board Director Violations.

RECOMMENDATION

I move that the Board of Directors adopt new Board Policy 1815: Ethical Conduct for School Board Directors.

ACTION REQUIRED.

ETHICAL CONDUCT FOR SCHOOL BOARD DIRECTORS

Policy Statement

Each board director has taken an oath of office to support the Constitutions of the United States and Washington state. The Franklin Pierce School Board and each of its school board directors is committed to upholding the oath of office and to ethical behavior.

Ethical behavior is an individual responsibility. Each school board director and the Board as a whole will base their conduct on these core ethical principles:

Objectivity – School board directors must place the public’s interest before any private interest or outside obligation – choices need to be made on the merits.

Selflessness – School board directors should not take actions or make decisions in the performance of their position in order to gain financial or other benefits for themselves, their family, or their friends.

Stewardship – School board directors should conserve public resources and funds against misuse and abuse.

Transparency – School board directors must practice open and accountable government. They should be as open as possible about their decisions and actions, while protecting truly confidential information.

Integrity – School board directors should not place themselves under any financial or other obligation to outside individuals or organizations that might inappropriately influence them in the performance of their official duties.

Failure to adhere to these core ethical principles or failure to comply with other policies adopted by the Board or the law may result in the school board taking formal censure of the offending school board director in accordance with FPS Board Policy 1825: Addressing School Board Director Violations.



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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Policy 1822: Training and Professional Development for School Board Directors

BACKGROUND INFORMATION

WSSDA has revised Board Policy 1822: Training and Professional Development for School Board Directors to clarify the two types of required training for school board directors, which include: Open Government training, and Cultural Competency, Equity, Diversity, and Inclusion training, as recently established in Senate Bill (SB) 5044 from the 2021 legislative session.

RECOMMENDATION

I move that the Board of Directors adopt revised Board Policy 1822: Training and Professional Development for School Board Directors.

ACTION REQUIRED

TRAINING AND PROFESSIONAL DEVELOPMENT FOR SCHOOL BOARD DIRECTORS

In keeping with the need for continuing training and professional development to enhance effective governance, the Board encourages the participation of its directors at appropriate board conferences, workshops, and conventions. Additionally, Board directors will obtain the trainings required by Washington state. Funds for board leadership training and professional development will be budgeted for on an annual basis.

Required Training for School Board Directors

There are two areas of training required by Washington state:

- Open Government training, and
- Cultural Competency, Equity, Diversity, and Inclusion training

Open Government Training

School board directors must receive Open Government training no later than 90 days after they take their oath of office or assume their duties. They can take the training before they are sworn in or assume their duties of office. School board directors must also receive “refresher” training at intervals of no more than four years, so long as they remain on the school board. Open Government training is available from the Washington Attorney General’s Office (<https://www.atg.wa.gov/opengovernmenttraining.aspx>) and at the annual conference of the Washington State School Directors’ Association.

Cultural Competency, Equity, Diversity, and Inclusion Training

Beginning with the 2022 calendar year, each member of a board of directors shall complete a governance training program once per term of elected office. If the director is appointed or elected to a first term of office, the director must complete governance training requirements within two years of appointment or certification of the election in which they were elected.

The governance training completed by directors must be aligned with the cultural competency, diversity, equity, and inclusion standards for school director governance developed and provided by the Washington State School Directors’ Association. Per Washington state law, the required training elements for both first and subsequent school director terms are defined by the Washington State School Directors’ Association.

Recommended Professional Development for School Board Directors

In addition to the required areas of training above, the Franklin Pierce School District is committed to ongoing professional development both for individual school board directors and the Board as whole. Each school board director is a member of the Washington State School Directors’ Association, which provides professional development and resources at its annual conference and through year-round leadership development services for individual school board directors and boards.

Cross References: Board Policy 1005
Board Policy 1731
Board Policy 1805
Board Policy 1810
Board Policy 1820

Key Functions of the Board
Board Member Expenses
Open Government Trainings
Annual Goals and Objectives
Evaluation of the Board

Legal References: RCW 28A.345.120

School director governance — Cultural competency, diversity, equity, and inclusion — Training programs



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Policy 1825: Addressing School Board Director Violations

BACKGROUND INFORMATION

To support school boards in establishing a fair and neutral process for responding when board director behavior becomes problematic, WSSDA has developed new Board Policy 1825: Addressing School Board Director Violations. This new policy pairs with new Board Policy 1815: Ethical Conduct for School Board Directors.

RECOMMENDATION

I move the Board of Directors adopt new Board Policy 1825: Addressing School Board Director Violations.

ACTION REQUIRED

ADDRESSING SCHOOL BOARD DIRECTOR VIOLATIONS

Purpose

The Franklin Pierce School Board and each of its school board directors are committed to faithful compliance with the law, provisions of the Board's policies, and exercising good judgment.

Policy Statement

The Board recognizes that failure to deal with deliberate or continuing violations of the law, Board policies, or lapses in good judgment by its school board members risks the loss of community confidence and damages the Board's ability to govern effectively. Therefore, in the event of a board member's willful and/or continuing violation of law, policy, or judgment the Board will address the issue through the following process, which is intended to escalate only as necessary:

1. Conversation in a private setting between the offending school board director and the board chair or another individual school board director, identified by the Board;
2. Discussion in a properly convened executive session between the offending school board director and the full Board;
3. Possible removal of the offending school board director from any leadership or committee positions to which the offending school board director has been appointed or elected to by the Board;
4. Censure of the offending school board director by adopting a resolution in an open meeting as a means of separating the Board's focus and intent from those of the offending school board director.

Legal References: RCW 28A.320.040
RCW 28A.635.050

Bylaws for board and school government
Certain corrupt practices of school officials

Adoption Date: 4/12/22
Franklin Pierce Schools
Classification: Discretionary
Revised Dates:



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Vicki Bates, Executive Director of Teaching and Learning Services
DATE: April 12, 2022
SUBJECT: Policy 2418: Waiver of High School Graduation Credits

BACKGROUND INFORMATION

Revised Board Policy 2418: Waiver of High School Graduation Credits reflects HB1295 (2021) rules that require school districts to add "In or have been released from an institutional education facility" as an allowable basis for graduation credit waiver.

RECOMMENDATION

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

ACTION REQUIRED

WAIVER OF HIGH SCHOOL GRADUATION CREDITS

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

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

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

Legal References: RCW 28A.230.090

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

RCW 28A.345.080

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

WAC 180-51-050

High school credit — Definition

WAC 180-51-068

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



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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Travel Request: Overnight Field Trip with Students

BACKGROUND INFORMATION

Group: TRIO Upward Bound Program, Washington High School

Destination: Seattle and Bellingham, WA

Purpose: College Campus Visits

Procedure 2320P: Field Trips, Excursions, and Outdoor Education and Procedure 6213P: Travel and Meal Reimbursement Procedures requires Board approval on travel requests for overnight field trips with students.

RECOMMENDATION

I move that the Board of Directors approve the overnight field trip travel request with Washington High School TRIO students to Seattle and Bellingham.

ACTION REQUIRED

FRANKLIN PIERCE SCHOOLS

APPLICATION FOR OVERNIGHT FIELD TRIP WITH STUDENTS

Directions: Email this completed form to your building principal for approval **8 weeks** prior to the proposed trip. If approved, the principal will email it to the superintendent for approval, who will then submit it to the School Board for approval. Field trip application forms must be submitted to the office of the superintendent **at least 2 weeks** before a School Board meeting prior to the proposed trip for Board approval. **Travel requests must be approved before finalizing travel and financial arrangements.** Confirmation of approval or denial will be sent after the Board meeting.

Date of Application: 3/11/22

School: Washington High School

Name of Teacher/Advisor/Travelers: Joshua Seals (MDC-Youth Education Advisor for WHS)

Class/Group: TRIO Upward Bound Program

How many students will be attending?: Up to 10 Washington HS students

How many adults will provide supervision? 6 adults for this group of up to 45 students from the local area

Conference Name/Activity: Spring Break College Tours

Destination (City, State): University of Washington (Seattle) and Western Washington University (Bellingham)

Departure Date: April 3, 2022

Departure Time: 11:00 a.m.

Return Date: April 4, 2022

Estimated Return Time: 6:00 p.m.

Method of Transportation: Chartered Bus (Beeline)

Educational Objective(s): To educate students about college/university admissions,

and for students to tour the campuses they may apply to in the future.

Describe activities planned for trip: University of Washington tour, Western Washington University tour, lunches,

Wings Over Washington, Great Wheel and Pier visitation, Space Needle and Seattle Center visitation.

ESTIMATED TRAVEL COSTS

		Cost	Funding Source	Comments:
Payroll	Substitutes	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
Procurement Card	Registration Fee	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
	Lodging	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
	Transportation	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
	Other	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
Reimbursement	Mileage	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
	Meals	<u>\$ 0</u>	<u>MDC Trio Upward Bound</u>	
	TOTAL	<u>\$ 0</u>		

For more information, refer to Board Policy 2320 and Procedure 2320P regarding field trips, and Policy 6213 and Procedure 6213P regarding reimbursement for travel expenses. If the trip is approved and volunteers are needed, additional steps found in Procedure 5630P must be followed within specific timelines.



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Liza Klumpar, Chief Technology Officer
DATE: April 12, 2022
SUBJECT: Information Technology Surplus

BACKGROUND INFORMATION

The Information Technology Department requests approval to surplus the listed items which are no longer in use or no longer in useable condition and have been determined to have little or no value to the Franklin Pierce School District. Surplus of technology items is routine and necessary to allow for the acquisition of new technology.

RECOMMENDATION

I move that the Board of Directors approve the surplus of listed items.

ACTION REQUIRED

Item	Make	Model	Quantity
Access Point	Aruba	AP-105	2
Cell Phone	Samsung	Galaxy S7	1
Desktop	Apple	iMac A1312	1
Desktop	Dell	OptiPlex 3011 AIO	1
Desktop	Dell	OptiPlex 3030 AIO	1
Desktop	Dell	OptiPlex 330	1
Desktop	Dell	OptiPlex 380	6
Desktop	Dell	OptiPlex 390	15
Desktop	Dell	Precision T1700	1
Desktop	Lenovo	M810z AIO	2
Desktop	Lenovo	M900z AIO	1
Desktop	Lenovo	M90z AIO	4
Dock	Lenovo	ThinkPad Onelink Pro Dock	2
Document Camera	HoverCam	Solo 8	1
Document Camera	HoverCam	Ultra 8	3
Laptop	Lenovo	E560	1
Laptop	Lenovo	N23	37
Laptop	Lenovo	T440	3
Laptop	Lenovo	Yoga 260	7
Laptop	Lenovo	Yoga 370	1
Laptop	Lenovo	Yoga S1	3
Laptop Charger	Dell	65 W	6
Laptop Charger	Lenovo	45 W Round	5

Item	Make	Model	Quantity
Laptop Charger	Lenovo	45 W USB-C	26
Mobile Cart	Edu Gear	NB33	1
Monitor	Apple	iMac A1407	1
Monitor	Dell	E190sb	1
Monitor	Dell	P2214HB	1
Monitor	Dell	P2314HT	2
Monitor	Lenovo	ThinkCentre Tio22Gen 4	1
Monitor	Lenovo	ThinkCentre Tiny-in-One 24 LED	1
Monitor	Lenovo	Think Vision T24i-10	1
Power	APC	SU1400RM2U	2
Power	Minuteman	Enterprise E 500	1
Printer	HP	2100TN	1
Printer	HP	Color LaserJet CP3525n	1
Printer	HP	Desk Jet – C6414A	1
Printer	HP	LaserJet P2055dn	2
Printer	HP	LaserJet Pro 400 Color M451dn	1
Projector	Epson	PowerLite 83C	1
TV	Vizio	37" VO370M	1
VoIP Phone	Cisco	CP-9951	1
Wireless Display	ScreenBeam	750	2
Wireless Display	ScreenBeam	960	6



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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Bates Technical College Interlocal Cooperative Agreement for Educational Services

BACKGROUND INFORMATION

This interlocal agreement with Bates Technical College for educational services during the period of September 1, 2022 through August 31, 2023 offers an option for students to participate in educational programs, including vocational education, which may not otherwise be available to our students.

RECOMMENDATION

I move that the Board of Directors approve the Bates Technical College Interlocal Agreement for Educational Services.

ACTION REQUIRED

Bates Technical College
Inter-local Cooperative Agreement for Educational Services
School Year 2022-2023
With Franklin Pierce School District #402

This agreement is entered into by and between Bates Technical College, Pierce County, Washington, which is hereinafter referred to as the "College" and Franklin Pierce School District #402 hereinafter referred to as the "District."

WHEREAS, each school district in the state of Washington is authorized by state statute to participate in Interlocal Agreements to secure educational opportunities, including vocational education programs, not otherwise provided; and

WHEREAS, the District has determined that certain students may advantageously be enrolled in the College's educational program;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the parties agree that:

1. An eligible student is at least sixteen and, as of the beginning of the school year, is not yet twenty one years of age is enrolled in the district, and has not yet earned the credits required for, or received, a high school diploma, or fulfilled the requirements of their individual education program. Eligibility shall be established by the District. Qualifications for admission into the College program shall be determined by the College.
2. The District may approve the eligible student to enroll at the College and no costs will be paid to the College by the District unless otherwise agreed upon by both parties; the duration of the approval will be for one College school year only. The College shall not charge tuition or student services and activities fees to eligible students. Students will be responsible for payment of applicable lab, supply, and consumable textbook fees.
3. Upon reentering the District, the student's transcript will be reviewed for determination of high school credits earned.
4. Transportation to and from the College is the responsibility of the student or the parent/guardian of the student.
5. This agreement does not affect the enrollment at the College of District secondary students under the Running Start program or of district students who are receiving special educational services.
6. If a dispute arises under this Agreement, the parties agree that the venue to resolve the dispute is Pierce County.
7. The duration of the Agreement is September 1, 2022-August 31, 2023.
8. The College agrees to comply with all reporting requirements of WAC 392-121-187 and RCW 39.34.040. Basic education monies shall be allocated and paid as provided in WAC 392-121-187 or WAC 392-700-165, as appropriate.
9. The parties appoint the College as the administrator, who shall be responsible for administering this Agreement. No power or authority of acquiring, holding and disposing of real and personal property has been given or relinquished by the parties entering into this Agreement.
10. This Agreement constitutes the entire agreement of the parties and no other promise or agreement has been made that is not contained in this Agreement. Each party acknowledges that they have fully read this Agreement.

Nicholas Lutes
V.P. of Finance and Administrative Services
Bates Technical College

Superintendent Goodpaster
Franklin Pierce School District #402

Date

Date



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Brandy Marshall, Director of Human Resources
DATE: April 12, 2022
SUBJECT: 2021-2022 Teamsters Local Union No. 313 COVID-19 Agreement

BACKGROUND INFORMATION

The Franklin Pierce School District has reached agreement with Teamsters Local Union No. 313 (Transportation Bargaining Unit) related to the continuing COVID-19 outbreak. The attached document addresses following health and safety requirements and guidance; provisioning personal protection equipment (PPE); communicating about COVID cases; following quarantine and isolation protocols; accessing emergency health and COVID leave; verifying vaccination status; and determining vaccination exemption accommodations.

RECOMMENDATION

I move that the Board of Directors approve the 2021-2022 Agreement by and between Franklin Pierce School District and Teamsters Local Union No. 313 (Transportation Bargaining Unit).

ACTION REQUIRED

AGREEMENT

by and between

Franklin Pierce School District

and

Teamsters Local Union No. 313

(Transportation Bargaining Unit)

RE: Resolution to the impacts of the COVID-19 vaccine mandate

The following are the mutual understandings and agreements related to the impacts of the COVID-19 vaccine mandate between Franklin Pierce School District, hereinafter referred to as the District and Teamsters Local Union No. 313, hereinafter referred to as the Union concerning the return to schools for the 2021-2022 school year under the guidance provided by Washington State Governor Inslee due to COVID-19, and all related variants, and is subject to the following:

1. The District will follow public health and safety requirements and guidelines including those established by the Department of Health (DOH), Labor and Industry (L&I), and K-12 COVID 19 Requirements for the 2021-2022 School Year. Staff will receive training on these guidelines, requirements, and applicable practices as soon as possible after changes are known.
2. The District will provide PPE per CDC guidelines. A face shield is available upon request. The District will provide all other PPE required by DOH, L&I and/or OSHA for the employee's job responsibilities, working conditions and circumstances. Staff may request additional PPE through their COVID-19 Site Supervisor.
3. The District, in accordance with OSPI, DOH, OSHA, L&I and/or other applicable requirements and guidelines, will limit the number of students and staff that can be safely assigned in workspaces of bargaining unit members.
4. The parties will continue to follow all current health and safety guidelines in ensuring the health and safety of staff and students.
5. Information about positive COVID-19 cases which affect members of the bargaining unit, will be communicated to the Union Representative by the District as soon as reasonably practicable.
6. **Quarantine/Isolation and Emergency Health/COVID Leave**
 - a. Positive TEST: Employees diagnosed with a positive COVID-19 test, or experiencing symptoms and seeking a medical diagnosis, may not work at a District site until medically cleared or until the end of the quarantine or isolation period recommended by public health authorities. Such employees who apply for and receive time loss from Worker's Compensation due to presumed workplace exposure will receive paid COVID leave for the difference between time loss and their regular pay for up to ten (10) days.
 - b. Quarantine: Employees who are required to quarantine as a result of a workplace exposure (as determined by contact tracing in collaboration with Tacoma-Pierce County Health Department) but who do not contract COVID and therefore are not eligible for Worker's Compensation, shall have access to paid COVID leave for the duration of their directed quarantine, not to exceed 10 total paid days per occurrence, not to be deducted from sick or personal leave. Employees will have access to such leave for each occurrence in which they are directed to quarantine, provided that the employee seeks COVID testing within the window advised by health officials and submits the results promptly to the District once received. When a determination is not possible by the TPCHD the employee may submit a District Declaration Form asserting

that the exposure was in connection with their assignment and will be granted paid COVID Leave.

7. Vaccination Verification Process

An executive order in the state of Washington requires Employees to have a COVID vaccine as a condition of employment with the District. Designated district administrative personnel will visually inspect verifications and document the type of vaccine, date of dose(s). The district will not accept or maintain copies, electronic or physical, of vaccine verifications. The district will accept the following forms of verification.

- a. CDC COVID Vaccination Card (Original, photo or copy) or applicable international equivalent
- b. Documentation of vaccination from a health care provider or electronic health record

8. Vaccination Exemption Process

- a. Medical Exemption. Medical Exemptions will be treated through the District established medical accommodation process and the district will determine the level and ability to accommodate per the individual.
- b. Religious Exemptions. An employee who has a sincerely held religious belief that prevents them from being vaccinated against COVID-19 may request an accommodation by notifying Human Resources. The employee must meet with Human Resources, if necessary, or submit the religious accommodation form to actively initiate the process. The employee must provide all information reasonably needed to evaluate the request. The employer will follow OSPI guidance to evaluate the request.
- c. Documentation of requests: The employer will document the accommodation granted or the denial. The information will be kept in a secure and confidential location. Human Resources and the Director of Transportation will have access to this information as needed for legitimate business needs, including compliance with exemption related accommodation requirements.

Teamsters Local Union No.313

Franklin Pierce School District

 3-8-2022

Robert A. McDonald

Date

 3/7/2022

Brandy Marshall

Date



Franklin Pierce Schools

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MEMORANDUM

TO: Board of Directors
FROM: Doug Vanderleest, Director of Operations and Maintenance
DATE: April 12, 2022
SUBJECT: Resolution 22-R-06: Lead in Drinking Water Action Plan

BACKGROUND INFORMATION

RCW 28A.210.410, Lead Contamination at Drinking Water Outlets, was enacted in 2021. The law applies to schools with buildings built, or with all plumbing replaced, before 2016. The law requires that each drinking water outlet in schools be tested for lead. If lead tests reveal that a lead concentration exceeds 15 parts per billion at a drinking water outlet, the school must shut off the water outlet until a lead contamination mitigation measure is implemented. If lead tests reveal an “elevated lead level” that exceeds five parts per billion, the district’s governing body shall adopt a school action plan. The law specifies certain testing timelines and communication requirements. Testing must be completed by June 30, 2026, and every five years thereafter.

RECOMMENDATION

I move that the Board of Directors adopt Resolution 22-R-06: Lead in Drinking Water Action Plan.

ACTION REQUIRED



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RESOLUTION 22-R-06 **LEAD IN DRINKING WATER ACTION PLAN**

A RESOLUTION of the Franklin Pierce School District Board of Directors, Pierce County, Washington to adopt a plan for remedial action to reduce lead contamination in drinking water;

WHEREAS, Franklin Pierce Schools prioritizes the health, safety and welfare of our students and staff; and

WHEREAS, RCW 28A.210.410, regarding lead contamination at drinking water outlets in school districts with buildings built, or with all plumbing replaced, before 2016, went into effect in July 2021; and

WHEREAS, RCW 28A.210.410 mandates that a school board that receives lead test results revealing an elevated lead level at one or more drinking water outlets adopt a school district action plan for remediation; and

WHEREAS, the action plan must describe mitigation measures implemented from the time that the lead test results are received including post-remediation retesting; and

WHEREAS, RCW 28A.210.410 specifies that the schedule of remediation activities “may be based on the availability of state or federal funding for remediation activities”; and

WHEREAS, the action plan may include sampling and testing of the drinking water entering the school when the results of testing for lead contamination at drinking water outlets within the school district indicate that the infrastructure of the public water system is a documented significant contributor to the elevated lead levels; and

WHEREAS, the School Board has provided the public with notice and opportunity to comment on the action plan before the School Board takes action on the plan.

NOW THEREFORE, BE IT RESOLVED, that the Franklin Pierce School District Board of Directors hereby adopts the action plan in Attachment A.

BE IT FURTHER RESOLVED, that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The School Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument.

Adopted by majority of the Board of Directors of the Franklin Pierce School District No. 402 at the regular meeting held on Tuesday, April 12, 2022.

BOARD OF DIRECTORS
FRANKLIN PIERCE SCHOOL DISTRICT

ATTEST:

Secretary of the Board

ATTACHMENT A

ACTION PLAN

Purpose:

The purpose of this Action Plan is to identify specific measures to be taken if testing of drinking water from fixtures in any District facility built prior to 2016 exceeds the action threshold of 5 parts per billion (ppb) for lead. It should be noted that testing of drinking water to date in the District has not identified any sources of drinking water with lead concentrations that exceed the threshold for action. There is therefore no immediate need for action, however, additional periodic testing will still be required.

Periodic Testing:

Testing for lead in drinking water testing will be conducted every five years. This testing will be performed by the Tacoma Pierce County Health Department, the Washington State Department of Health, or an authorized private contractor. Testing will be conducted via the EPA's "3Ts for Reducing Lead in Drinking Water in Schools and Child Care Facilities" manual.

Sources of drinking water to be periodically sampled for lead include:

- Drinking fountains
- Kitchen sinks
- Health room sinks
- Staff room sinks
- Portable building sinks
- Special Education room sinks
- Home economic room sinks
- Stadium kitchen sinks
- Daycare room sinks
- Water bottle filling stations
- Ice makers
- Refrigerator cold water fillers
- Kitchen kettle fillers

Water fixtures that will NOT be sampled for lead include:

- Eye wash stations
- Showers
- Restroom sinks
- Prep room sinks
- Bathtubs
- Hose bibs
- Science room sinks
- Shop sinks
- Art room sinks
- Clearly labeled non-potable water fixtures
- Custodial sinks

Mitigation Measures:

The following measures will be taken if concentrations of lead in drinking water are found above action limits as the result of periodic testing:

- Tests showing lead concentrations above 15 ppb:
 - Any fixtures that test above 15 ppb will be shut off until replaced or the source of contamination eliminated.
- Tests showing lead concentration above 5 ppb:
 - Any fixtures that test above 5 ppb will be identified for further investigation to determine the source of the lead contamination in a targeted action plan.
 - The targeted action plan will be communicated via the District's website.
 - All fixtures that test above 5 ppb will be retested upon completion of the action plan. If the results are still above 5 ppb, a new action plan will be created, and the fixtures will be retested until it is below 5 ppb.

Funding of mitigation measures will be based on the availability of state and federal funding.

Other:

In the future if the district acquires any existing building built prior to 2016 which it redevelops as a school facility, the drinking water fixtures shall be tested for lead contamination prior to final occupancy.



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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Policy 1250: Students on Governing Boards

BACKGROUND INFORMATION

New Board Policy 1250: Students on Governing Boards recognizes the value of communicating with students and receiving their input and perspectives. To foster this relationship with students, the Board will annually seat three student representatives as preferential voting board members of the Franklin Pierce Board of Directors.

RECOMMENDATION

None.

ACTION REQUIRED

None. This policy is being presented for first reading.

STUDENTS ON GOVERNING BOARDS

The Franklin Pierce Board of Directors recognizes the value of communicating with students and receiving their input and perspectives. To foster this relationship with students, the Board will annually seat three student representatives as preferential voting board members of the Franklin Pierce Board of Directors. Student representative candidates will be elected by their respective student bodies and forwarded to the Board of Directors for final selection.

Student representatives on the Board are expected to attend all meetings. The student representatives will contribute to Board discussion by providing student insight and perspective, serving as a liaison for the associated student body and reporting to students about the work of the Board and district activities. Student representatives will not attend executive sessions, make motions, or hold Board offices.



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MEMORANDUM

TO: Board of Directors
FROM: Brandy Marshall, Director of Human Resources
DATE: April 12, 2022
SUBJECT: Policy 5411: Staff Vacations

BACKGROUND INFORMATION

Board Policy 5411: Staff Vacations contains proposed updates to accurately reflect our current practices.

RECOMMENDATION

None.

ACTION REQUIRED

None. This policy is being presented for first reading.

STAFF VACATIONS

Regular full-time employees (12 months/year) shall accrue vacation leave according to the following guidelines (unless an applicable collective bargaining agreement or individual employment contract provides otherwise). Unrepresented employees shall be eligible to earn vacation days according to the following schedules:

Vacation Days:	July 1 to June 30 Employees	25 Vacation Days
Extra Work Days:	Directors, Assistant Directors, PIO	10 Work Days
Extra Work Days:	Supervisors	7 Work Days

Directors and Assistant Directors
Public Information Officer
Supervisors

Vacation days will be front loaded on July 1 of each year. The above administrators may submit a request to the payroll office to receive pay for a maximum of ten (10) additional days of pay for Directors, Assistant Directors, and the PIO, and seven (7) additional days of pay for Supervisors, annually at the per diem rate of 1/223. The above administrators may submit a request to the payroll office to buy back a maximum of ten (10) vacation days annually at their per diem rate of 1/223. Such requests need to be received by the last work day of June. Administrators may only cash out a total of thirty (30) days of vacation during their last two years of employment prior to retirement.

Personal Leave: (2) days per year non-accumulative (not eligible for cash-out)

Superintendent, Assistant Superintendent(s), and Executive Director(s) vacation benefits are determined by contract.

Vacation Days: September 1 to August 31 Employees
Administrative Support Personnel (Confidential Exempt)

<u>Completed Years of Continuous Service</u>	<u>Days of Vacation</u>
1.....	20
4.....	25
20.....	30

Administrative support personnel may submit a request to the payroll office to buy back a maximum of seven (7) vacation days annually at their regular rate of pay. Such requests need to be received by the last work day of June. Administrative support personnel may only cash out a total of thirty (30) days of vacation during their last two years of employment prior to retirement.

Personal Leave: (2) days per year non-accumulative (not eligible for cash-out)

**Vacation Days: September 1 to August 31 Employees
Unrepresented Personnel – 260-day employees only**

Vacations for regular twelve (12) month employees shall be based on the following schedule for completed years of continuous service:

<u>Completed Years of Continuous Service</u>	<u>Days Vacation</u>
1.....	10
4.....	15
10.....	23

Personal Leave: (2) days per year non-accumulative (not eligible for cash-out)

**~~Vacation Days: September 1 to August 31 Employees
Unrepresented Personnel – less than 260-day employees only~~**

<u>Group</u>	<u>Days Vacation</u>
Salary Schedule 60¹	7 days per full-time contract²
Prof Tech Schedule, columns 58-11, 58-13, 58-15, 58-16 contract does not include vacation	

¹ ~~Salary Schedule 60 vacation is for cash-out purposes only and is not eligible for use.~~

² ~~Less than full-time will be prorated.~~ ³ ~~Excludes Prof Tech Schedule, column 58-15~~

Personal Leave ³: (2) days per year non-accumulative (not eligible for cash-out)

Vacation

Use of vacation days is subject to supervisor approval and cannot be used until they are earned. Employees taking more days off than vacation days earned shall have the excess days charged as leave without pay.

Vacation days may be accumulated from year to year to a maximum equal to two years of earned vacation (which shall be calculated once a year on the last working day of the contractual period).

Upon termination, an employee shall be paid for unused vacation days earned. However, payment for unused, earned vacation in excess of 30 days will not be made. Upon retirement, employees may only cash out a total of thirty (30) days of vacation during their last two years of employment prior to retirement.

Legal References: RCW 41.50.150

WAC 415-108-510
WAC 415-112-415

AGO 1976 No. 10

Retirement benefits based on excess compensation – Employer liable for extra retirement costs
(PERS) First-in-first-out
(TRS) Accounting method for determining when leave earned
Accumulation of sick leave while on leave

Adoption Date: 11/18/08
Franklin Pierce Schools
Revised: 10/12/10, 7/2/13; 1/13/15; 8/18/15, 9/11/18; 5/10/22
Classification: Optional



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MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Procedure 1250P: Students on Governing Boards

BACKGROUND INFORMATION

New Board Procedure 1250P: Students on Governing Boards provides the process for selecting student representatives, sets their terms of office, and states their qualifications and responsibilities. These student representatives will serve as preferential voting board members of the Franklin Pierce Board of Directors who provide their input prior to the official vote of the governing Board.

RECOMMENDATION

None.

ACTION REQUIRED

None. This policy is being presented as an information only item.

STUDENTS ON GOVERNING BOARDS

A. Selection and Term of Office

Inception year – Three student representatives, one from each high school, will be selected by the Board of Directors in the spring of the year to serve on the Board for the following year. Each student representative will serve a one-year term (if incoming senior) or two-year term (if incoming junior) beginning in July and concluding in June.

Following years - Student representative candidates will be elected by their respective student bodies and submitted for review by the Board of Directors in the spring when the current position will become vacant the following school year. Student candidates shall submit to the Board an application, personal statement of interest, and at least one letter of recommendation from school staff or the student body. Each selected student representative will serve a one-year term (if incoming senior) or two-year term (if incoming junior) beginning in July and concluding in June.

After the student representatives are selected, they will receive an orientation session provided by the superintendent (or designee) and a member of the Board of Directors.

In the event a vacancy arises prior to the expiration of the term, an alternate student representative from the same school will be appointed by the school to fill the vacancy for the current term.

B. Student Representative Qualifications

Student representatives must:

- Enter their junior or senior year in the school year following their selection and be in good academic standing prior to and during their term of appointment that is equivalent to requirements for participation in athletics or other student activities.
- Maintain standards of behavior aligned with participation in student activities.
- Attend their designated high school at least three periods a day.
- Be willing to convey student opinion to the Board and report Board deliberations and actions to the student body.

C. Responsibilities

Student representatives will follow all the rules and regulations pertaining to Board directors. Student representatives will receive copies of all regular meeting agendas, minutes, and other relevant information, excluding executive session and closed session/private meeting materials. Student representatives will attend Board meetings each month and convey student opinion to the Board and report Board deliberations and actions to the student body.

Student representatives are also responsible for communicating with their Associated Student Body (ASB) Executive Board and student body. School sites have the discretion to add the Student School Board Representative as an officer to their ASB Executive Board.

The Franklin Pierce School Board of Directors may remove a student representative during their term if they become ineligible or fail to fulfill their responsibilities.

D. Preferential Voting Status

Preferential voting rights give a student representative to the Board the right to vote before the official vote of the governing Board. The student representative's vote does not count toward the final numerical outcome of the vote but must be recorded in the meeting minutes. This procedural order is intended to ensure that student representatives' opinions are taken into account before a Board vote.



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MEMORANDUM

TO: Board of Directors
FROM: Julien Pollard, Equity Coordinator
DATE: April 12, 2022
SUBJECT: Procedure 3211P: Gender-Inclusive Schools

BACKGROUND INFORMATION

This procedure recognizes the importance of an inclusive approach toward transgender and gender expansive students with regard to official records, confidential health and education information, communication, restroom and locker room accessibility, sports and physical education, dress codes and other school activities, in order to provide these students with an equal opportunity for learning and achievement. WSSDA recently updated this procedure to include clarifying language related to communicating with parents and others, including school personnel, other students, and parents of other students.

RECOMMENDATION

None.

ACTION REQUIRED

None. This is an information item only.

GENDER-INCLUSIVE SCHOOLS

The principal or building administrator – or an appropriate, designated school employee – is encouraged to request a meeting with a transgender or gender-expansive student upon the student's enrollment in the district or in response to a currently enrolled student's change of gender expression or identity. Before contacting a student's parents, the school will consult with the student about the student's preferences regarding family involvement and consider whether safety concerns are present for the student.

The goals of the meeting are to:

- Develop understanding of that student's individual needs with respect to their gender expression or identity, including any accommodations that the student is requesting or that the district will provide according to Policy 3211, this procedure, and under state and federal law; and
- Develop a shared understanding of the student's day-to-day routine within the school so as to foster a relationship and help alleviate any apprehensions the student may have with regard to their attendance at school.

The school may not require the student to attend a meeting as condition of providing them with the protection to which they are entitled under Policy 3211, this procedure, and state and federal law regarding gender expression or identity.

Key Definitions/Terms

- **Assigned sex at birth:** The sex a person was given at birth, usually based on anatomy or chromosomes (e.g., male, female, intersex, etc.).
- **Cisgender:** A term used to describe people whose assigned sex matches their gender identity and/or gender expression (e.g., someone who was assigned female at birth and whose gender identity and/or gender expression is also female).
- **Gender Expansive:** A wider, more flexible range of gender identities or expressions than those typically associated with the binary gender system.
- **Gender Expression:** The external ways in which a person expresses their gender to the world, such as through their behavior, emotions, mannerisms, dress, grooming habits, interests, and activities.
- **Gender Identity:** A person's internal and deeply felt sense of being female, male, both, non-binary, gender-expansive, or other regardless of the gender assigned at birth.
- **Transgender:** A term often used to describe a person whose gender identity or expression, or both, are different from those traditionally associated with their sex assigned at birth.

- **Transitioning:** The process in which a person goes from living and identifying as one gender to living and identifying as another.

Communication and Use of Names and Pronouns

An appropriate school employee will privately ask a known transgender or gender-expansive student how they would like to be addressed in class, in correspondence to the home, and at conferences with the student's parent/guardian. That information will be included in the electronic student record system along with the student's legal name in order to inform teachers and staff of the name and pronoun by which to address the student. However, the student's legal name should be accessible by only necessary staff members—it should not be visible to teachers or other staff who have access to the electronic records system.

When appropriate or necessary, this information will be communicated directly with staff to facilitate the use of proper names and pronouns. A student is not required to change their official records or obtain a court-ordered name and/or gender change as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity.

When communicating with transgender or gender-expansive students regarding particular issues such as conduct, discipline, grades, attendance or health, school employees will focus on the conduct or particular issues rather than making assumptions regarding the student's actual or perceived gender identity or gender expression.

School staff shall not intentionally disclose the student's transgender or gender-expansive status except as authorized by law.

Official Records

The standardized high school transcript is the only official record that requires a student's legal name. The district will change a student's official records to reflect a change in legal name upon receipt of:

1. Documentation that the student's legal name or gender has been changed pursuant to a court order or through amendment of state or federally issued identification; or
2. A written, signed statement explaining that the student has exercised a common-law name change and has changed their name for all intents and purposes and that the change has not been made for fraudulent reasons.

Schools may change a student's official gender designation upon parent or student request pursuant to the Office of the Superintendent of Public Instruction's (OSPI's) process found at: <https://www.k12.wa.us/sites/default/files/public/cedars/pubdocs/2018-19cedarsreportingguidance.pdf>. The process should not be overly cumbersome, and the district may not require verification from a physician.

The school should use the name and gender by which the student identifies on all other records, including but not limited to school identification cards, classroom seating charts, athletic rosters, yearbook entries, diplomas, and directory information.

Confidential Health or Educational Information

Information about a student's gender identity, legal name, or assigned sex at birth may constitute confidential medical or educational information. Disclosing this information to other students, their parents, or other third parties may violate privacy laws, such as the federal Family Education Rights and Privacy Act (FERPA) (20 U.S.C. §1232; 34 C.F.R. Part 99). Parents have the right under FERPA to request their student's records and if requested, the district will provide the student's educational records to the parent according to 3231/3231P – Student Records. Therefore, ~~I~~to ensure the safety and well-being of the student, school employees should not disclose a student's transgender or gender-expansive status to others, including ~~the student's parents and/or~~ other school personnel, other students, or the parents of other students, unless the school is (1) legally required to do so or (2) the student has authorized such disclosure. Nothing in this Procedure shall be interpreted to prohibit disclosure of such information in the case of emergency, or under another exception recognized by FERPA, or from complying with the district's duty to disclose student records to parents as required by FERPA.

Restroom Accessibility

Students will be allowed to use the restroom that is consistent with their gender expression or identity. Any student—regardless of gender identity—who requests greater privacy should be given access to an alternative restroom. However, schools may not require a student to use an alternative restroom because of their transgender or gender-expansive status.

Locker Room Accessibility

Use of locker rooms by transgender or gender-expansive students will be assessed on a case-by-case basis, with the goal of maximizing transgender or gender-expansive student social integration, providing an equal opportunity to participate in physical education classes and athletic opportunities, and ensuring the student's safety. The district will take an approach that conforms with OSPI's guidelines. In most cases, the district should provide the student access to the locker room that corresponds to the gender identity they assert at school. Reasonable alternatives to locker room conditions for any student who wants additional privacy include, but are not limited to:

- Use of a private area (e.g., nearby restroom stall with a door, an area separated by a curtain, an office in the locker room, or a nearby health office restroom);
- A separate changing schedule (i.e., utilizing the locker room before or after the other students).

The school will provide accommodations needed to allow the student to keep their transgender or gender-expansive status private. No student will be required to use a locker room that conflicts with his or her gender identity.

Sports and Physical Education Classes

The district will provide all students, including transgender and gender-expansive students, the opportunity to participate in physical education and athletic programs/opportunities in a manner that is consistent with their gender identity.

A student may seek review of his or her eligibility for participation in interscholastic athletics by working through the Gender Identity Participation procedure set forth by the Washington Interscholastic Activities Association (WIAA).

Dress Codes

The district will allow students to dress in a manner that is consistent with their gender identity and/or gender expression within the constraints of the dress codes adopted at their school site and within the constraints of the district guidelines for dress as they relate to health and safety issues (e.g., prohibitions on wearing gang-related apparel). School dress codes will be gender-neutral and will not restrict a student's clothing choices on the basis of gender. The district will take an approach that conforms with OSPI's guidelines.

Other School Activities

In any school activity or other circumstance involving separation by gender (i.e., class discussions, field trips, and overnight trips), students will be permitted to participate in accordance with the gender identity they assert at school. Teachers and other school employees will make every effort to separate students based on factors other than gender where practicable.

Training and Professional Development

The district will designate one person to be the primary contact regarding this policy and procedure relating to transgender or gender-expansive students. The primary contact must participate in at least one mandatory training opportunity offered by OSPI. When possible, the district will conduct staff training and ongoing professional development in an effort to build the skills of all staff members to prevent, identify, and respond to harassment and discrimination. The content of such professional development should include, but not be limited to:

- Terms and concepts related to gender identity, gender expression, and gender diversity in children and adolescents;
- Appropriate strategies for communicating with students and parents about issues related to gender identity and gender expression, while protecting student privacy;
- Strategies for preventing and intervening in incidents of harassment and discrimination, including bullying and cyber-bullying;
- District and staff responsibilities under applicable laws and district policies regarding harassment, discrimination, gender identity, and gender expression issues.

Discrimination and Harassment Complaints

Discrimination and harassment on the basis of sex, gender identity, or gender expression are prohibited within the district. It is the responsibility of each school, the district, and all staff to ensure that all students, including transgender and gender-expansive students, have a safe school environment. The scope of this responsibility includes ensuring that any incident of discrimination or harassment is given immediate attention and/or reported to the person

designated as the primary contact relating to transgender or gender-expansive students. The primary contact will communicate with the district's Civil Rights Compliance Coordinator.

Complaints alleging discrimination or harassment based on a person's actual or perceived gender identity or expression are to be taken seriously and handled in the same manner as other discrimination and harassment complaints. This includes investigating the incident and taking age and developmentally appropriate corrective action. Anyone may file a complaint alleging a violation of this policy using the complaint process outlined in the district's Nondiscrimination Procedure 3210P. The district will share this policy and procedure with students, parents/guardians, employees, and volunteers.

MEMORANDUM

TO: Board of Directors
FROM: Dr. Lance Goodpaster, Superintendent
DATE: April 12, 2022
SUBJECT: Approved Out-of-State Staff Travel Requests

Travel Dates	Traveler Name(s)	Conference/Destination	Funding Source(s)
5/10/22-5/14/22	Juan Gandara, Carol Miller	Urban Collaborative Special Ed Conference <ul style="list-style-type: none"> Baltimore, MD 	<ul style="list-style-type: none"> Special Ed Funds
5/31/22-6/03/22	Kwesi Amoah, Erica Bravo, Brooke Brown, Melissa Cadero, Ashley Calixto, Sharika Callaway, Emily Donbeck, Breanne Chapman, Connie Holman, Bianca Ibarra, Liza Klumpar, Claudia Miller, Leytsha Plaskett-Rosario, Julien Pollard, Tono Sablan, John Sander, Kristen Smith, Joel Zylstra	National Community Schools & Family Engagement Conference <ul style="list-style-type: none"> Los Angeles, CA 	<ul style="list-style-type: none"> Title 1 Family Engagement Funds
6/27/22-6/30/22	Victoria Abbot, Timothy Bremner, Chelsea Coleman, Tiffany Disney, James Krick, Karrie Marton, Aimee Marubayashi, Kate Pascal, Carlo Skolrud	PBL World 2022 <ul style="list-style-type: none"> American Canyon, CA 	<ul style="list-style-type: none"> CTE & Perkins Funds