The best education for every student.
STEILACOOM
Est. 1854
Historical School District No. 1

Regular Meeting Minutes
via Zoom
Wednesday, September 23, 2020

I. **CALL TO ORDER**

Due to the extension of the statutory waivers/suspensions of the Open Public Meeting Act (OPMA) cited in Proclamation 20-28.4 until 11:59 pm on October 1, 2020, this Study Session was held via a Zoom webinar with a public link shared on the SHSD website.
Vice Chair McDonald called the meeting to order at 6:30 pm.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
Director Scott made a motion to excuse Director Pierce; Director McDonald seconded the motion, and the motion passed (4/0).
Director Rohrer made a motion to approve the agenda; Director Scott seconded the motion, and the motion passed (4/0).

II. **PRESENTATION**

Principal Susan Greer shared an Anderson Island Elementary School presentation.

Director Pierce joined the meeting at 6:35 pm.

III. **REPORT - Summer Capital Projects Report**

Chief of Finance and Operations Melissa Beard presented a Summer Capital Projects Report, explaining repairs and projects completed at Steilacoom Historical School District schools. Director Scott commented on the new Pioneer Middle School track. Director Forbes thanked CFO Beard, Maintenance & Facilities Manger Shae Emery, and the entire SHSD maintenance crew for coordinating and completing these projects.

IV. **CONSENT AGENDA**

Director McDonald made a motion to approve the Consent Agenda; Director Pierce seconded the motion, and the motion passed (5/0). The Consent Agenda included attached Financial Reports, August and September 2020 Accounts Payable and August 2020 Payroll, August 26, 2020 Regular Meeting Minutes, September 9, 2020 Study Session Minutes, Certificated and Classified Personnel Reports, and Resolution 868-09-23-20 Cancellation of Outstanding Warrants.

V. **NEW BUSINESS**

A. **Student Enrollment Projections Study (2020-2030)(**
Superintendent Weight presented the Student Enrollment Projections Study.

B. **First Reading of Policy 2255 Alternative Learning Experience Courses**
Director Scott made a motion to approve Policy 2255 Alternative Learning Experience Courses; Director Rohrer seconded the motion, and the motion passed (5/0).

C. **First Reading of Policy 3510 Associated Student Bodies**
Director Pierce made a motion to approve Policy 3510 Associated Student Bodies; Director McDonald seconded the motion, and the motion passed (5/0).

D. **First Reading of Policy 6112 Rental or Lease of District Property**
Director Rohrer made a motion to approve Policy 6112 Rental or Lease of District Property; Director Scott seconded the motion, and the motion passed (5/0).

E. **First Reading of Policy 3143 District Notification of Juvenile Offenders**
Director McDonald made a motion to approve Policy 3143 District Notification of Juvenile Offenders and delete Policy 4314 Notification of Threats of Violence or Harm; Director Pierce seconded the motion, and the motion passed (5/0).

F. **First Reading of Policy 3424 Opioid Related Overdose Reversal**
Director Scott made a motion to approve Policy 3424 Opioid Related Overdose Reversal; Director Rohrer seconded the motion, and the motion passed (5/0).

G. **First Reading of Policy 4300 Limiting Immigration Enforcement**
Director Pierce made a motion to approve Policy 4300 Limiting Immigration Enforcement; Director McDonald seconded the motion, and the motion passed (5/0).

H. **First Reading of Policy 4314 Notification of Threats of Violence or Harm**
Director McDonald made a motion to approve Policy 3143 District Notification of Juvenile Offenders and delete Policy 4314 Notification of Threats of Violence or Harm; Director Pierce seconded the motion, and the motion passed (5/0).

I. **First Reading of Policy 5408 Jury Duty Subpoena Leave**
Director Rohrer made a motion to approve Policy 5408 Jury Duty Subpoena Leave; Director Scott seconded the motion, and the motion passed (5/0).

VI. **BOARD COMMUNICATION**

- Director Scott was contacted by a neighbor regarding a dead tree on district property that fell on the neighbor's fence. Shae and crew did an excellent job of responding to the situation, removing the tree, and repairing the fence.
- Director Rohrer had communication regarding start date of moving to hybrid schedule. Sexual health education was another topic of communication received by Director Rohrer. Principal Miller and team worked together to determine how to better communicate about this issue with families.
- Director Pierce was contacted by a youth sports group in relation to using district fields.

VII. **ANNOUNCEMENTS**

- Director Rohrer shared an announcement from WIAA regarding middle school and high school sports.
- Director Scott shared an announcement regarding the WSSDA Legislative Assembly Conference on Friday, and recognized Antoinette Walker and SHSD school administrators for attending tonight's meeting.
- Director Forbes commended the district team for executing a virtual learning system in an excellent manner, with everything running smoothly.

VIII. **ADJOURNMENT**

Director McDonald made a motion to adjourn the meeting at 7:25 pm; Director Pierce seconded the motion, and the motion passed (5/0).

Bob Forbes
(Chair)

Jennifer McDonald

Sam Scott

Jason Pierce

Loujanna Rohrer

K Weight
(Secretary/Superintendent)

Steilacoom Historical School District

Affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student Body Fund, Private Purpose Trust Fund and Transportation Vehicle Fund.

DATE: **September 23, 2020**

THIS IS TO CERTIFY, under penalty of perjury, that the undersigned has examined the attached vouchers and payroll , and that each of the invoices and vouchers were duly certified to have been received and checked as to price and quantity and have been duly certified by the claimant, as required by law; that the extensions and additions of said invoices and vouchers have been checked by Business Office staff and were found to be corre Melissa Beard

Dr. Melissa Beard, Chief of Finance and Operations

THIS IS TO CERTIFY that the warrants and electronic transfers of the Steilacoom Historical School District No. 1, Pierce County, Washington, as listed below, have been allowed by the School Board of this district.

FUND NAME		WARRANTS (INCLUSIVE)				AMOUNT
GENERAL FUND:						
August 24, 2020	Accounts Payable	128495	to	128510	$	153,297.66
	Payroll	0	to	0	$	-
	Payroll A/P	128511	to	128530	$	993,250.30
	Payroll Taxes				$	539,644.30
	Direct Deposit				$	1,504,448.19
August 27, 2020	Accounts Payable	128531	to	128534	$	6,912.47
August 27, 2020	Accounts Payable	128535	to	128563	$	105,435.48
September 3, 2020	Accounts Payable	128564	to	128592	$	58,213.76
September 3, 2020	Accounts Payable	128593	to	128599	$	374,106.15
September 10, 2020	Accounts Payable	128600	to	128600	$	2,043.96
September 11, 2020	Accounts Payable	128601	to	128646	$	185,623.59
September 16, 2020	Accounts Payable	128647	to	128652	$	385.35
September 17, 2020	Accounts Payable	128653	to	128662	$	99,453.97
September 18, 2020	Accounts Payable	128663	to	128682	$	77,956.97
September 18, 2020	Accounts Payable	128683	to	128686	$	58,213.76
		TOTAL GENERAL FUND:			$	4,158,985.91
CAPITAL PROJECTS FUND:						
August 27, 2020	Accounts Payable	200392	to	200392	$	2,128.85
August 27, 2020	Accounts Payable	200393	to	200393	$	5,410.35
September 2, 2020	Accounts Payable	200394	to	200396	$	41,230.95
September 16, 2020	Accounts Payable	200397	to	200397	$	18,035.92
		TOTAL CAPITAL PROJECTS FUND:			$	66,806.07
ASSOCIATED STUDENT BODY FUND:						
August 22, 2020	Accounts Payable	404777	to	404777	$	22,690.35
August 22, 2020	Accounts Payable	404778	to	404778	$	4,175.00
September 3, 2020	Accounts Payable	404779	to	404779	$	1,116.58
September 16, 2020	Accounts Payable	404780	to	404781	$	256.13
September 17, 2020	Accounts Payable	404782	to	404795	$	825.00
		TOTAL ASSOCIATED STUDENT BODY FUND:			$	29,063.06
TRANSPORTATION VEHICLE FUND:						
			to			
			to			
		TOTAL TRANSPORTATION VEHICLE FUND:			$	-

Board of Directors of Steilacoom Historical School District No. 1

Bob Forbes — Sam Scott

Jennifer McDonald — Jason Pierce

Loujanna Rohrer

I, Kathi Weight, being duly sworn, depose and say: That I am the Secretary to the Board of Steilacoom Historical School District No. 1, Pierce County, Washington, and that the above signatories are personally known to me and have signed these statements in my presence.

Kathi Weight

Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 9/23/2020						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
GRAVSETH KEVIN	GROUNDS	8.00	MAINTENANCE	9/24/2020	NEW HIRE	
ROGERS JOSHUA	CUSTODIAN	8.00	CHERRYDALE	9/24/2020	NEW HIRE	

Steilacoom Historical School District No. 1

Co-Curricular Personnel Report

Personnel Report 9/23/2020					
Name	**Position**	**Location**	**Effective Date**	**Amount**	**Comment**
CHRISTENSEN LEANN	DEPARTMENT TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
EVANS BETTINA	DEPARTMENT TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
FROEHLE STEFANIE	DEPARTMENT TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
PERRY ANNETTE	DEPARTMENT TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
YEARWOOD KRISTA	DEPARTMENT TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
SNOWDEN AUDRA	DATA TEAM LEADER	CHERRYDALE	9/3/2020	2,000.00	
MCDONALD JODY	ANIME CLUB ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
KELLER AIRICA	ART CLUB ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
EASTMAN KATHY	ASB ADVISOR	HIGH SCHOOL	9/3/2020	4,500.00	
LANIER CJ	ASL CLUB ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
TRETHEWAY KELSEY	BOOK CLUB ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
JOHNSON KENT	CHEMICAL HYGIENE OFFICER	HIGH SCHOOL	9/3/2020	400.00	
BRADBURY TOM	CLASS ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
CHASE RENEE	CLASS ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
HENDERSON SAMANTHA	CLASS ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
TRETHEWAY KELSEY	CLASS ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
HENDERSON SAMANTHA	CREATIVE WRITING ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
HAYDEN TINA	DECA ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
BARTLETT TYLER	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
BRADBURY TOM	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
DORSCH SARAH	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
STUTZ MIGUEL	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
EASTMAN KATHY	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
ZIMMERMAN CHRISTINA	DEPARTMENT CHAIR	HIGH SCHOOL	9/3/2020	2,500.00	
DILL MICAH	DIGITAL GAMING CLUB ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
BRUGMAN CHRIS	DIVERSITY CLUB ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
NITZ MACKENZIE	DIVERSITY CLUB ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
SCHULTZ-BRACE KERI	FFCLA ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
ZAJAC-MATTES MEGGAN	FFCLA ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
CHASE RENEE	GSA ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
JOHNSON KENT	GSA ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
MILLER CAMERON	HEALTH OCCUPATION STUDENT ASSOC (HOSA)	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
SORTORE TRISH	HEALTH OCCUPATION STUDENT ASSOC (HOSA)	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
ANDERSON ERIN	HONOR SOCIETY ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
VAN WYHE JACI	KEY CLUB ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
ZIMMERMAN CHRISTINA	KEY CLUB ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
NORRIS LAURIE	MODEL UN ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	First Semester
WILLIAMS LORI	SPANISH HONOR SOCIETY ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
CAMPBELL SARAH	STUDENT TO STUDENT ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
WOOD SEAN	STUDENT TO STUDENT ADVISOR	HIGH SCHOOL	9/3/2020	1,200.00	Split Stipend
JONES CARL	TECH STUDENT ASSOC ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
VAN WYHE GABE	VIDEO PRODUCTION ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
VAN WYHE JACI	YEARBOOK ADVISOR	HIGH SCHOOL	9/3/2020	2,400.00	
STOUT JENESSA	ASB ADVISOR	PIONEER	9/3/2020	2,500.00	

Steilacoom Historical School District No. 1

Co-Curricular Personnel Report

PARR KAREN	CHEMICAL HYGIENE OFFICER	PIONEER	9/3/2020	400.00	
BEAULIEU DEREK	DEPARTMENT CHAIR	PIONEER	9/3/2020	2,000.00	
MARTIN MICHAEL	DEPARTMENT CHAIR	PIONEER	9/3/2020	2,000.00	
MCJUNKINS TRINA	DEPARTMENT CHAIR	PIONEER	9/3/2020	2,000.00	
PARR KAREN	DEPARTMENT CHAIR	PIONEER	9/3/2020	2,000.00	
STEWART CATHY	DEPARTMENT CHAIR	PIONEER	9/3/2020	2,000.00	
YUCKERT HEATHER	GSA ADVISOR	PIONEER	9/3/2020	2,400.00	
MORIYAMA-YODER JOY	YEARBOOK ADVISOR	PIONEER	9/3/2020	2,400.00	