The best education for every student.

STEILACOOM Historical School District No. 1

Est. 1854

Regular Meeting Minutes
via Zoom
Wednesday, July 22, 2020

I. **CALL TO ORDER**

Chair Forbes called the meeting to order at 7:00 pm.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
Director McDonald made a motion to excuse Director Pierce; Director Scott seconded the motion, and the motion passed (4/0).
Director Rohrer made a motion to approve the agenda; Director McDonald seconded the motion, and the motion passed (4/0).

II. **RECESS TO PUBLIC HEARING**

Chair Forbes recessed to public hearing at 7:02 pm.

III. **PUBLIC HEARING - 2020-2021 Budget Hearing**

A. **Presentation**

Chief of Finance and Operations Melissa Beard shared the Steilacoom Historical School District 2020-2021 Budget PowerPoint presentation and discussion followed.

B. **Comments from the Audience**

No comments.

IV. **RETURN TO REGULAR MEETING**

Chair Forbes returned to regular meeting at 7:18 pm.

V. **REPORT - Reopening Plan Update**

Superintendent Weight and Executive Directors presented a reopening schools plan update with information from the four workgroups. Questions and discussion followed.

VI. **CONSENT AGENDA**

Director Scott made a motion to approve the Consent Agenda; Director Rohrer seconded the motion, and the motion passed (4/0). The Consent Agenda included attached Financial Reports, June and July 2020 Accounts Payable including June 2020 Payroll, June 24, 2020 Board Meeting Minutes, July 8, 2020 Study Session Minutes, and Personnel Reports.

VII. **OLD BUSINESS**

A. **EL Policies 1 and 2 - Budget Planning and Facilities/Asset Protection**

Director McDonald made a motion to approve EL Policies 1 and 2 - Budget Planning and Facilities/Asset Protection; Director Scott seconded the motion, and the motion passed (4/0).

B. **Approval of Resolution 866-07-22-20 2020-21 School Year Budget**

Director Rohrer made a motion to approve Resolution 866-07-22-20 2020-21 School Year Budget; Director McDonald seconded the motion, and the motion passed (4/0).

C. **Approval of General Contractor Construction Manager for Maintenance Facility Project**

Director Scott made a motion to approve the awarding of the General Contractor Construction Manager contract to Forma Construction Company; Director Rohrer seconded the motion. Discussion followed, and the motion passed (4/0).

VIII. **BOARD COMMUNICATION**

Director Rohrer received communication regarding Running Start and support system for students.

IX. **ANNOUNCEMENTS**

No announcements.

Chair Forbes thanked Superintendent Weight and team for all their work with the school reopening plans.

X. **ADJOURNMENT**

Director McDonald made a motion to adjourn the meeting at 8:10 pm; Director Scott seconded the motion, and the motion passed (4/0).

Bob Forbes
(Chair)

Jennifer McDonald

Sam Scott

Jason Pierce

Loujauna 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: **July 22, 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 correct.

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:						
June 19, 2020	Accounts Payable	128192	to	128192	$	15.37
	Payroll	800884	to	800884	$	4,983.61
	Payroll A/P	128193	to	128213	$	993,141.75
	Payroll Taxes				$	528,898.61
	Direct Deposit				$	1,489,842.34
June 24, 2020	Accounts Payable	128214	to	128217	$	215.95
June 25, 2020	Accounts Payable	128218	to	128219	$	1,766.25
June 25, 2020	Accounts Payable	128220	to	128251	$	382,112.50
June 30, 2020	Accounts Payable	128252	to	128252	$	36,004.12
July 2, 2020	Accounts Payable	128253	to	128255	$	1,564.48
July 6, 2020	Accounts Payable	128256	to	128285	$	1,564.98
July 8, 2020	Accounts Payable	128286	to	128313	$	296,718.49
July 16, 2020	Accounts Payable	128314	to	128329	$	75,672.67
		TOTAL GENERAL FUND:			$	3,812,501.12
CAPITAL PROJECTS FUND:						
June 26, 2020	Accounts Payable	200379	to	200379	$	7,230.00
July 2, 2020	Accounts Payable	200380	to	200382	$	9,705.65
July 16, 2020	Accounts Payable	200383	to	200384	$	27,784.99
		TOTAL CAPITAL PROJECTS FUND:			$	44,720.64
ASSOCIATED STUDENT BODY FUND:						
June 24, 2020	Accounts Payable	404712	to	404764	$	4,345.00
June 26, 2020	Accounts Payable	404765	to	404765	$	83.69
June 30, 2020	Accounts Payable	404766	to	404766	$	763.09
July 9, 2020	Accounts Payable	404767	to	404768	$	12,600.38
		TOTAL ASSOCIATED STUDENT BODY FUND:			$	17,792.16
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	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.

K Weight

Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1
Admin Personnel Report

Personnel Report 7/22/2020			
Name	**Position**	**Location**	**Effective Date**
TYRRELL JACOB	ASSISTANT PRINCIPAL	HIGH SCHOOL	6/30/2020--RESIGNATION

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 7/22/2020						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
NITZ MACKENZIE	COUNSELOR	1.00	HIGH SCHOOL	9/3/2020	NEW HIRE	

Steilacoom Historical School District No. 1
Classified Exempt Personnel Report

Personnel Report 7/22/2020						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
EMERY SHAE	MAINTENANCE & FACILITIES MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
FLORES RICHARD	PAYROLL MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
HILES PAMELA	HUMAN RESOURCES MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
MARTINEZ MARK	NETWORK & INSTRUCTIONAL TECHNOLOGY MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
MCGANN MELISSA	STUDENT RECORDS MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
MEYER ROGER	COMPUTER HARDWARE MANAGER	8.00	DISTRICT OFFICE	9/1/2020		
MILLER GWEN	EXECUTIVE ASSISTANT TO THE SUPERINTENDENT	8.00	DISTRICT OFFICE	9/1/2020		
SMITH EVA	ACCOUNTING MANAGER	8.00	DISTRICT OFFICE	9/1/2020		

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 7/22/2020						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
ANWAR BELAL	UTILITY CUSTODIAN WORKER	8.00	MAINTENANCE	7/6/2020	RESIGNATION	
THOMPKINS DEBRA	PARAPROFESSIONAL	6.50	CHLOE CLARK	8/1/2020	RESIGNATION	