



**Regular Meeting Minutes
via Zoom
Wednesday, June 24, 2020**

I. CALL TO ORDER

Chair Forbes called the meeting to order at 7:00 pm. Due to COVID-19 restrictions, this Regular Board Meeting is held via Zoom with a public link shared on the SHSD website.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

All Directors and Superintendent Weight present.

Director McDonald made a motion to approve the agenda; Director Pierce seconded the motion, and the motion passed (5/0).

II. CONSENT AGENDA

Director Scott made a motion to approve the Consent Agenda; Director Rohrer seconded the motion, and the motion passed (5/0). The Consent Agenda included attached Financial Reports, May and June 2020 Accounts Payable and May 2020 Payroll, May 27, 2020 Regular Meeting Minutes, June 10, 2020 Study Session Minutes, and Certificated and Classified Personnel Reports.

III. NEW BUSINESS

A. Approval of 2020-21 School Board Meeting Schedule

Director Pierce made a motion to approve the Steilacoom Historical School District 2020-21 School Board Meeting Schedule; Director McDonald seconded the motion, and the motion passed (5/0).

B. First Reading of Policy 3413 Student Immunizations and Life-Threatening Health Conditions

Director Rohrer made a motion to approve Policy 3413 Student Immunizations and Life-Threatening Health Conditions; Director Scott seconded the motion, and the motion passed (5/0).

C. First Reading of Policy 6106 Allowable Costs for Federal Programs

Director McDonald made a motion to approve Policy 6106 Allowable Costs for Federal Programs; Director Pierce seconded the motion, and the motion passed (5/0).

D. First Reading of Policy 6225 Use of Electronic Signature

Director Scott made a motion to approve Policy 6225 Use of Electronic Signature; Director Rohrer seconded the motion, and the motion passed (5/0).

E. Approval of Highly Capable Program

Executive Director Paul Harvey presented the Highly Capable Program Annual Report and discussion followed. Director Pierce made a motion to approve the Highly Capable Program; Director McDonald seconded the motion, and the motion passed (5/0).

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

F. Approval of English Language Learners Program

Executive Director Paul Harvey presented the English Language Learners Program Annual Report and discussion followed. Director Rohrer made a motion to approve the English Language Learners Program; Director Scott seconded the motion, and the motion passed (4/0). (Director McDonald had to leave the meeting at 7:24 pm.)

IV. BOARD COMMUNICATION

- Director Scott noted communication he has seen on social media regarding an uncertainty of what the reopening of schools will look like. Director Scott recommended that the sooner we can let parents know, the better.
- Director Rohrer also noted questions on social media regarding health screening, etc. She acknowledged these are all topics the workgroups are in the process of discussing and planning. Director Rohrer participated in the WSSDA conference call regarding fall guidelines, and found it to be helpful. She also referenced WIAA guidelines for sports.

V. ANNOUNCEMENTS

- Director Scott noted that WIAA guidelines will make fall sports very difficult.
- Director Rohrer noted that Governor Inslee had released guidelines on the reopening of community colleges and universities.
- Chair Forbes thanked SHSD staff at both the district office and school buildings for all their efforts around planning for the reopening of schools. He encouraged the district to plan carefully, and then inform our families when ready to execute the plans. The Board will back the district’s plans, and those plans need to be maintained with no last-minute changes.
- Dr. Weight stated that we should have scheduling plans available soon. The district is also creating a timeline process with steps taken and decisions made.

VI. ADJOURNMENT

Director Pierce made a motion to adjourn the meeting at 7:32 pm; Director Scott seconded the motion, and the motion passed (4/0).

Bob Forbes

(Chair)

Jennifer McDonald

Sam Scott

Loujanna Rohrer

K Weight

(Secretary/Superintendent)

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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: June 24, 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
<u>GENERAL FUND:</u>					
May 21, 2020	Accounts Payable	128047	to	128047	\$156.42
	Payroll	800883	to	800883	\$ 4,983.61
	Payroll A/P	128048	to	128064	\$ 923,385.88
	Payroll Taxes				\$ 507,910.37
	Direct Deposit				\$ 1,433,148.03
May 27, 2020	Accounts Payable	128065	to	128065	\$ 9,583.53
May 27, 2020	Accounts Payable	128066	to	128068	\$ 33,459.12
May 27, 2020	Accounts Payable	128069	to	128084	\$ 13,154.52
June 2, 2020	Accounts Payable	128085	to	128105	\$ 38,933.23
June 2, 2020	Accounts Payable	128106	to	128106	\$ 50,521.33
June 9, 2020	Accounts Payable	128107	to	128133	\$ 388,859.45
June 17, 2020	Accounts Payable	128134	to	128182	\$ 240,250.63
June 17, 2020	Accounts Payable	128183	to	128185	\$ 421.05
June 17, 2020	Accounts Payable	128186	to	128191	\$ 24,147.31
TOTAL GENERAL FUND:					\$ 2,869,584.31
<u>CAPITAL PROJECTS FUND:</u>					
May 29, 2020	Accounts Payable	200372	to	200373	\$ 11,681.30
June 4, 2020	Accounts Payable	200374	to	200375	\$ 19,882.00
June 10, 2020	Accounts Payable	200376	to	200376	\$ 13,830.00
June 18, 2020	Accounts Payable	200377	to	200378	\$ 26,596.90
TOTAL CAPITAL PROJECTS FUND:					\$ 71,990.20
<u>ASSOCIATED STUDENT BODY FUND:</u>					
May 22, 2020	Accounts Payable	404701	to	404704	\$ 2,039.38
May 26, 2020	Accounts Payable	404705	to	404705	\$ 1,045.45
May 28, 2020	Accounts Payable	404706		404706	\$ 3,668.47
June 4, 2020	Accounts Payable	404707	to	404708	\$ 1,464.86
June 18, 2020	Accounts Payable	404709	to	404710	\$ 299.94
June 18, 2020	Accounts Payable	404711	to	404711	\$ 373.66
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 8,891.76
<u>TRANSPORTATION VEHICLE FUND:</u>					
			to		_____
			to		_____
TOTAL TRANSPORTATION VEHICLE FUND:					\$ -

Board of Directors of Steilacoom Historical School District No. 1	
<i>Bob Forbes</i>	<i>Sau Scott</i>
<i>Jennifer McDonald</i>	<i>Jason Pierce</i>
<i>Loujauna Rohrer</i>	
<p>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.</p> <p style="text-align: center;"><i>K Weight</i></p> <p style="text-align: right;">Kathi Weight, Secretary to the Board</p>	

Steilacoom Historical School District No. 1
 Certificated Personnel Report

Personnel Report 6/24/2020						
Name	Position	FTE	Location	Effective Date	Action	Comment
LINDGREN VANESSA	COUNSELOR	1.00	HIGH SCHOOL	8/31/2020	RESIGNATION	
LANIER CATHERINE JANE (CJ)	TEACHER	1.00	HIGH SCHOOL	9/3/2020	NEW HIRE	
BLACK, ROBERTA	TEACHER	0.60	HIGH SCHOOL	8/31/2020	RETIREMENT	

