



Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, WA 98388

STUDY SESSION: The School Board normally convenes at 6:30 pm just prior to the start of the formal Board meeting to discuss the Board agenda.

No decision making is undertaken. These study sessions are open to the Public.

Wednesday, January 22, 2020 07:00 PM

I. CALL TO ORDER

(Action)

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

II. COMMENTS FROM THE AUDIENCE

(Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. PRESENTATION

(Presentation)

A. School Board Recognition

Presenter: Superintendent Weight

B. National Board Certified Teachers

Presenter: Louann Stalder

[SHSD NBCT.pdf \(p. 4\)](#)

IV. CONSENT AGENDA

(Action)

The purpose of the consent agenda is to reduce time going through motion, second and voting on issues of common consent. Any Board member can ask for any item to be removed from the consent agenda. There is no discussion of items on the consent agenda. By motion of the Board, remaining items are approved without discussion as part of the consent agenda. Discussion of items removed from the consent agenda occurs immediately following action on the consent agenda.

[Approval of Financial Reports.PDF \(p. 6\)](#)

[Approval of December 2019 and January 2020 Accounts Payable and December 2019 Payroll.PDF \(p. 15\)](#)

[Approval of December 18, 2019 Board Meeting Minutes.pdf \(p. 16\)](#)

[Approval of January 8, 2020 Special Session Minutes.pdf \(p. 19\)](#)

[Approval of January 8, 2020 Study Session Minutes.pdf \(p. 20\)](#)

[Approval of January 15, 2020 Study Session Minutes.pdf \(p. 22\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 23\)](#)

[Approval of Classified Personnel Report.pdf \(p. 24\)](#)

[Approval of Anonymous Chloe Clark Donation.pdf \(p. 25\)](#)

[Approval of SHS Jazz Band Field Trip to Idaho.PDF \(p. 26\)](#)

[Approval of Pioneer 6th Grade Outdoor Education Week.pdf \(p. 32\)](#)

V. OLD BUSINESS

A. Approval of School Board Operating Protocol

(Action)

[Board Operating Protocol 1.22.20.pdf \(p. 34\)](#)

B. Approval of Resolution 858-01-22-20 Sale of Property International Place

(Action)

[Resolution 858-01-22-20 for Sale of Property International Place.pdf \(p. 38\)](#)

VI. COMMENTS FROM THE AUDIENCE

(Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

VII. BOARD COMMUNICATION

(Information)

VIII. ANNOUNCEMENTS

(Information)

IX. RECESS TO EXECUTIVE SESSION

X. EXECUTIVE SESSION

(Executive Session)

per RCW 42.30.110(1)(g) to review the performance of a public employee

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

XI. RETURN TO REGULAR MEETING

XII. ADJOURNMENT

(Action)

NATIONAL BOARD

for Professional
Teaching Standards®

Impact Brief

The Proven Impact of Board-Certified Teachers on Student Achievement

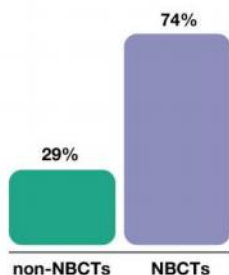
Through **National Board Certification**, teachers demonstrate that their teaching meets the profession's standards for accomplished practice through a rigorous, peer-reviewed and performance-based process, similar to professional certification in fields such as medicine. In achieving Board certification, teachers prove their ability to **advance student learning and achievement**.

More than a decade of research from across the country confirms:

Students taught by Board-certified teachers learn more than students taught by other teachers.

Estimates of the increase in learning are on the order of an **additional one to two months of instruction**. The positive impact of having a Board-certified teacher (NBCT) is even greater for minority and low income students. This improvement in student outcomes is mirrored by NBCTs achieving stronger results on leading measures of **teacher effectiveness**, including robust classroom observations and value-added scores. The compelling research on the effectiveness of Board-certified teachers is particularly noteworthy when compared to the lack of consistent research on the effectiveness of teachers with master's degrees.

Students of NBCTs demonstrate evidence of deeper learning nearly three times more frequently than their peers



Student work samples that reflect deeper learning, in the classrooms of NBCTs compared to the classrooms of non-NBCTs

Students of NBCTs gain one to two months of additional learning compared to their peers in other classrooms



National Board Certification is a voluntary advanced professional certification for PreK-12 educators that identifies teaching expertise through a performance-based, valid and reliable peer-reviewed assessment.

The National Board has advanced the teaching profession by establishing and maintaining the definitive standards of excellence in teaching and certifying more than 118,000 educators against those standards.

Schools with National Board Certified Teachers are characterized by better teacher morale and retention and increased community involvement.

Learn more at: Nbpts.org/policy

About National Board Certification

- Washington State has the second highest number of NBCT’s in the nation!
- The estimated time commitment is between 200 to 400 hours to complete the certification process.
- Certification is not a guarantee; the national certification rate hovers around 40% passing rate.
- Teachers improve their practice.
- Certification allows teacher to hone their practice, showcase their talent and demonstrate their dedication to their students and their profession.

Professional Career Continuum for Teaching



In Steilacoom Historical District, teachers are provided support through monthly cohort meetings and dedicated time on professional development days with an OSPI certified facilitator. Additionally, teachers who certify are reimbursed the cost of certification.

Current Steilacoom Historical School District National Board Certified Teachers

Chloe Clark	Cherrydale	Saltars Point	Pioneer	S.H.S	District Office
Kaitlyn Almeida Karen Antonowicz Brett Bradshaw Rod Enos Keane Hansen Bonnie Landes Meggan Mattes Adriana Posada Shannon Schmitz Scott Stugelmeyer	Lanae Olson Deirdre Davis	Kristen Barton	Aimee Brown Stephanie Mateus	Kelsey Tretheway Renee Chase Marilyn Wynn	Louann Stalder

Steilacoom Historical School District No. 1
Financial Report - December 31, 2020
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of December 31, 2020 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	43,279,587	13,699,652	31.65%
Expenditures & Other Financing Uses	43,661,008	14,876,579	34.07%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(381,421)	(1,176,927)

Transfer to Capital Projects	(100,000)
Net Change in Unassigned Fund Balance	(1,276,927)

Fund Balances	9/1/2019	12/31/2020	Variance
Restricted for Carryover	200,000	177,137	-22,863
Committed for Other Purposes	25,369	0	-25,369
Unassigned Fund Balance	2,600,094	1,115,103	-1,484,990
Unassigned Minimum Fund Balance	2,610,000	2,610,000	0
Fund Balance	5,435,463	3,902,241	-1,533,222

Capital Projects Fund:

Fund Balance - Impact Fees \$525,262 - Turf Field Replacement \$300,000

Beginning Fund Balance		1,499,927	
GF Transfer to Capital Projects	100,000		
Revenues	48,640		
Expenses	5,190		
		143,450	
Ending Fund Balance 12/31/2020			1,643,377

	9/1/2019 Beginning Balance	12/31/2020 Ending Fund Balance	Variance
Debt Service Fund*:	3,950,862	613,767	(3,337,095)
Transportation Fund:	114,263	114,897	635
ASB Fund:	341,714	401,434	59,719

*12/1/2019 Principal and Interest - \$6,784,725; 6/1/2020 Interest payment - \$ 676,100

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December, 2019

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	5,239,334	32,612.36	2,184,506.11		3,054,827.89	41.69
2000 LOCAL SUPPORT NONTAX	909,950	62,681.97	363,963.60		545,986.40	40.00
3000 STATE, GENERAL PURPOSE	28,564,251	2,537,980.45	8,741,932.68		19,822,318.32	30.60
4000 STATE, SPECIAL PURPOSE	6,243,599	579,258.86	1,906,575.85		4,337,023.15	30.54
5000 FEDERAL, GENERAL PURPOSE	281,500	.00	.00		281,500.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	2,038,453	265,323.06	502,673.73		1,535,779.27	24.66
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	2,500	.00	.00		2,500.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>43,279,587</u>	<u>3,477,856.70</u>	<u>13,699,651.97</u>		<u>29,579,935.03</u>	<u>31.65</u>
<u>B. EXPENDITURES</u>						
00 Regular Instruction	24,537,988	1,805,916.15	8,193,598.76	13,964,000.00	2,380,389.24	90.30
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,833,090	420,604.81	1,894,373.73	3,555,221.12	383,495.15	93.43
30 Voc. Ed Instruction	2,253,471	152,012.36	679,809.57	1,129,917.66	443,743.77	80.31
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,076,705	70,890.84	342,747.69	544,570.11	189,387.20	82.41
70 Other Instructional Pgms	517,692	60,891.82	226,502.92	234,843.62	56,345.46	89.12
80 Community Services	0	2,846.85	14,194.74	24,019.14	38,213.88-	0.00
90 Support Services	9,442,062	867,252.40	3,525,351.81	4,690,017.09	1,226,693.10	87.01
<u>Total EXPENDITURES</u>	<u>43,661,008</u>	<u>3,380,415.23</u>	<u>14,876,579.22</u>	<u>24,142,588.74</u>	<u>4,641,840.04</u>	<u>89.37</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	100,000	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	481,421-	97,441.47	1,176,927.25-		695,506.25-	144.47
F. <u>TOTAL BEGINNING FUND BALANCE</u>	4,585,369		5,079,168.05			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	4,103,948		3,902,240.80			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	200,000	177,137.32
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	25,369	.00
G/L 872 Committd to Econmc Stabilizatr	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	1,368,579	1,115,103.48
G/L 891 Unassigned Min Fnd Bal Policy	2,610,000	2,610,000.00
<u>TOTAL</u>	4,203,948	3,902,240.80
Differences	100,000-	.00

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance. An activity for GL 898 will indicate an expected difference.

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December, 2019

	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 Support Nontax	100,000	6,029.24	48,639.52		51,360.48	48.64
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.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	100,000	.00	.00		100,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	200,000	6,029.24	48,639.52		151,360.48	24.32
<u>B. EXPENDITURES</u>						
10 Sites	50,000	.00	.00	0.00	50,000.00	0.00
20 Buildings	800,000	.00	3,812.50	0.00	796,187.50	0.48
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	10,000	1,093.50	1,377.00	0.00	8,623.00	13.77
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	860,000	1,093.50	5,189.50	0.00	854,810.50	0.60
<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 OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	660,000-	4,935.74	43,450.02		703,450.02	106.58-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	2,000,000		1,499,927.25			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	1,340,000		1,543,377.27			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	3,812.50-
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	150,000	576,886.39
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	300,000	326,761.00
G/L 889 Assigned to Fund Purposes	890,000	643,542.38
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,340,000	1,543,377.27

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	7,670,120	45,577.77	3,444,756.80		4,225,363.20	44.91
2000 Local Support Nontax	20,000	726.46	2,873.09		17,126.91	14.37
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>	7,690,120	46,304.23	3,447,629.89		4,242,490.11	44.83
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	6,000,000	5,965,000.00	5,965,000.00	0.00	35,000.00	99.42
Interest On Bonds	1,500,000	819,725.00	819,725.00	0.00	680,275.00	54.65
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
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>	7,502,500	6,784,725.00	6,784,725.00	0.00	717,775.00	90.43
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	187,620	6,738,420.77-	3,337,095.11-		3,524,715.11-	< 1000-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	3,914,157		3,950,862.47			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	4,101,777		613,767.36			
I. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	4,101,777		613,767.36			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	4,101,777		613,767.36			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	191,000	13,378.49	90,721.31		100,278.69	47.50
2000 Athletics	169,300	1,869.86	20,297.33		149,002.67	11.99
3000 Classes	96,100	1,560.83	15,451.43		80,648.57	16.08
4000 Clubs	476,600	8,346.64	97,554.93		379,045.07	20.47
6000 Private Moneys	15,700	380.75	2,065.30		13,634.70	13.15
<u>Total REVENUES</u>	948,700	25,536.57	226,090.30		722,609.70	23.83
<u>B. EXPENDITURES</u>						
1000 General Student Body	231,326	5,224.58	16,442.82	7,207.62	207,675.56	10.22
2000 Athletics	220,902	18,322.62	57,903.71	16,883.12	146,115.17	33.86
3000 Classes	86,823	3,303.89	16,162.85	3,904.56	66,755.59	23.11
4000 Clubs	514,768	17,385.62	75,207.11	10,017.27	429,543.62	16.56
6000 Private Moneys	16,968	.00	654.55	0.00	16,313.45	3.86
<u>Total EXPENDITURES</u>	1,070,787	44,236.71	166,371.04	38,012.57	866,403.39	19.09
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	122,087-	18,700.14-	59,719.26		181,806.26	148.92-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	270,217		341,714.41			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	148,130		401,433.67			
<u>(C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	148,130		401,433.67			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	148,130		401,433.67			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December, 2019

	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	1,000	145.28	634.59		365.41	63.46
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	7,500	.00	.00		7,500.00	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	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	8,500	145.28	634.59		7,865.41	7.47
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	8,500	145.28	634.59		7,865.41	7.47
<u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
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>	10,000	.00	.00	0.00	10,000.00	0.00
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>	1,500-	145.28	634.59		2,134.59	142.31-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	105,362		114,262.74			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	103,862		114,897.33			
K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	103,862		114,897.33			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	103,862		114,897.33			

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: January 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:			
December 12, 2019	Accounts Payable	127279 to 127283	\$ 810.25
December 13, 2019	Accounts Payable	127284 to 127293	\$ 32,270.07
December 18, 2019	Accounts Payable	127294 to 127339	\$ 445,232.82
	Payroll	800868 to 800872	\$ 12,667.85
	Payroll A/P	127340 to 127360	\$ 592,185.69
	Payroll Taxes		\$ 534,711.14
	Direct Deposit		\$ 1,525,415.38
December 23, 2019	Accounts Payable	127361 to 127366	\$ 32,097.61
January 3, 2020	Accounts Payable	127367 to 127374	\$ 24,493.08
January 7, 2020	Accounts Payable	127375 to 127401	\$ 307,670.36
January 10, 2020	Accounts Payable	127402 to 127402	\$ 266.39
January 14, 2020	Accounts Payable	127403 to 127427	\$ 111,736.35
January 15, 2020	Accounts Payable	127428 to 127432	\$ 284.55
January 15, 2020	Accounts Payable	127433 to 127439	\$ 41,432.50
January 16, 2020	Accounts Payable	127440 to 127451	\$ 170,088.75
TOTAL GENERAL FUND:			\$ 3,110,212.88

CAPITAL PROJECTS FUND:

December 18, 2019	Accounts Payable	200365 to 200365	\$ 1,093.50
TOTAL CAPITAL PROJECTS FUND:			\$ 1,093.50

ASSOCIATED STUDENT BODY FUND:

December 12, 2019	Accounts Payable	404314 to 404315	\$ 90.00
December 18, 2019	Accounts Payable	404316 to 404325	\$ 10,893.61
December 23, 2019	Accounts Payable	404326 to 404326	\$ 8,561.18
January 8, 2020	Accounts Payable	404327 to 404335	\$ 3,563.19
January 10, 2020	Accounts Payable	404336 to 404336	\$ 646.39
January 14, 2020	Accounts Payable	404337 to 404343	\$ 490.00
January 15, 2020	Accounts Payable	404344 to 404351	\$ 6,069.92
TOTAL ASSOCIATED STUDENT BODY FUND:			\$ 30,314.29

TRANSPORTATION VEHICLE FUND:

to	
to	
TOTAL TRANSPORTATION VEHICLE FUND:	\$ -

Board of Directors of Steilacoom Historical School District No. 1

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, Secretary to the Board



Regular Meeting Minutes
Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA
Wednesday, December 18, 2019

STUDY SESSION:

- Agenda review

REGULAR MEETING:

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 (3/0). Director Scott made a motion to approve the agenda; Director McDonald seconded the motion and the motion passed (3/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. PRESENTATION - Pioneer Middle School Band

Principal JoAnne Fernandes introduced Band Director Jenessa Stout, who led the Pioneer Middle School jazz band in two performance numbers. Director Scott thanked the band for performing. Director Forbes recognized DuPont Councilmember Penny Coffey.

IV. REPORTS - Fall Sports Recap

Steilacoom High School Assistant Principal/Athletic Director Jake Tyrrell presented a recap of SHS fall sports, including awards, accomplishments, participation, and injury numbers.

V. SWEARING IN OF DIRECTOR POSITION 5, SAMUEL T. SCOTT

Superintendent Weight issued the Oath of Office, swearing in Samuel T. Scott to School Board Director Position 5.

VI. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda; Director Scott seconded the motion and the motion passed (3/0). The Consent Agenda included attached financial reports, November and December 2019 Accounts Payable including November 2019 Payroll, November 20, 2019 Board Meeting Minutes, Personnel Reports, District-Wide Surplus, SHS Band trip to Orlando, and SHS Key Club trip to Portland.

VII. OLD BUSINESS - Approval of Capital Facilities Plan

Director Scott made a motion to approve the 2019-2025 Capital Facilities Plan; Director McDonald seconded the motion, and the motion passed (3/0).

VIII. NEW BUSINESS

A. Election of Board Chair

Superintendent Weight called for nominations for Board Chair for the next 12 months. Director Scott nominated Director Forbes. No other nominations. Roll Call vote - Forbes, Forbes; McDonald, Forbes; Scott, Forbes. Director Forbes will serve as the Board Chair for one year.

B. Election of Board Vice Chair

Chair Forbes called for nominations for Board Vice Chair for the next 12 months. Director Scott nominated Director McDonald. No other nominations. Roll Call vote - Forbes, McDonald; McDonald, McDonald; Scott, McDonald. Director McDonald will serve as Vice Chair for one year.

C. Election of Legislative Representative

Director McDonald nominated Director Scott for Legislative Representative. No other nominations. Director Scott elected to serve a two-year term as Legislative Representative (3/0).

D. Approval of Revised Board Meeting Calendar

Director McDonald made a motion to approve the revised 2019-20 Board Meeting Calendar, adding a Study Session on January 15, 2020; Director Scott seconded the motion, and the motion passed (3/0).

E. First Reading of Policy 1430 Audience Participation

Director Scott made a motion to approve the deletion of Policy 1430 Audience Participation; Director McDonald seconded the motion, and the motion passed (3/0).

F. First Reading of Policy 4210 Regulation of Dangerous Weapons on School Premises

Director McDonald made a motion to approve Policy 4210 Regulation of Dangerous Weapons on School Premises; Director McDonald seconded the motion, and the motion passed (3/0).

G. First Reading of Policy 6112 Rental or Lease of District Real Property

Director Scott made a motion to approve Policy 6112 Rental or Lease of District Real Property; Director McDonald seconded the motion, and the motion passed (3/0).

IX. COMMENTS FROM THE AUDIENCE

No comments.

X. BOARD COMMUNICATION

- Director McDonald received a text message from a community member regarding a Durham school bus running a red light at Bob's Hollow and Center Drive.
- Director Scott received communication regarding an issue at Cherrydale. District staff is working to resolve the issue.
- Director Forbes received a positive follow-up email on Chloe Clark issues, which was forwarded to Superintendent Weight.

XI. ANNOUNCEMENTS

- Director Forbes thanked the staff for their hard work, and encouraged them to take a break and enjoy their families over the holidays.

XII. ADJOURNMENT

Director McDonald made a motion to adjourn the meeting at 7:31 pm; Director Scott seconded the motion, and the motion passed (3/0).

(Chair)

(Secretary/Superintendent)



**Special Session of the Board of Directors
Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, Washington
Wednesday, January 8, 2020**

I. CALL TO ORDER

Chair Forbes called the meeting to order at 5:50 pm.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
Director Pierce made a motion to excuse Director Scott; Director McDonald seconded the motion, and the motion passed (3/0).
Director McDonald made a motion to approve the agenda; Director Pierce seconded the motion, and the motion passed (3/0).

II. SWEARING IN OF DIRECTOR POSITION 4, LOUJANNA ROHRER

Superintendent Weight issued the Oath of Office, swearing in Loujanna Rohrer to School Board Director Position 4.

III. ADJOURNMENT

Director Rohrer made a motion to adjourn the meeting at 5:53 pm; Director Pierce seconded the motion, and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors
Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, WA 98388
Wednesday, January 8, 2020**

I. CALL TO ORDER

Chair Forbes called the meeting to order at 6:00 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Director Pierce made a motion to excuse Director Scott; Director McDonald seconded the motion, and the motion passed (4/0).

Director Rohrer made a motion to approve the agenda; Director Pierce seconded the motion, and the motion passed (4/0).

II. TOPIC FOR BOARD DISCUSSION

A. REVIEW OF BOARD OPERATING PROTOCOL

Discussion of Board Operating Protocol. The protocol will be approved at the January 22, 2020 Board meeting.

B. FEBRUARY 12, 2020 STUDY SESSION AGENDA ITEMS

1. Director Districts Discussion

Superintendent Weight will share Director District information at the February 12, 2020 Study Session.

2. Board Self-Assessment Tool

Board Directors will access the WSSDA online Board Self-Assessment Tool beginning in February.

3. Other Topics

Director Pierce mentioned a parent group may be attending a future Board meeting to share comments regarding Standards Based Grading.

C. SUPERINTENDENT UPDATES

Superintendent Weight shared that the District has received the "Sources of Strength" grant, which includes a strong suicide prevention program that uses peer leaders as well as adult advisors to strengthen connections and enhance coping behaviors. The District has also received an additional three grants surrounding inclusionary practices. Chair Forbes offered his appreciation to the Executive Directors for their continued work in pursuing grant funds for the District. Director McDonald also thanked school administrative staff for their role of supporting and implementing the programs funded by these grants.

III. RECESS TO EXECUTIVE SESSION

Chair Forbes recessed to Executive Session at 6:09 pm.

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

IV. EXECUTIVE SESSION

RCW 42.30.110(1)(b)(c) to discuss Real Estate

(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

V. RETURN TO STUDY SESSION

Chair Forbes returned to regular meeting at 6:54 pm.

VI. ADJOURNMENT

Director Pierce made a motion to adjourn the meeting at 6:55 pm; Director McDonald seconded the motion, and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors
Meeting Minutes
Steilacoom Historical School District Office 511 Chambers Street Steilacoom, WA
Wednesday, January 15, 2020**

I. CALL TO ORDER

Chair Forbes called the meeting to order at 5:30 pm.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
All Directors and Superintendent Weight present.
Director Pierce made a motion to approve the agenda; Director Scott seconded the motion, and the motion passed (5/0).

II. TOPIC FOR BOARD DISCUSSION - Board Governance

Rick Maloney facilitated a WSSDA Leadership Development Workshop regarding Board governance.

III. ADJOURNMENT

Director Pierce made a motion to adjourn the meeting at 8:10 pm; Director Rohrer seconded the motion, and the motion passed (4/0). (Director Scott needed to leave the meeting prior to adjournment.)

(Chair)

(Secretary/Superintendent)

Regularly scheduled meetings of the Board of Directors are digitally recorded.

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 01/22/2020						
Name	Position	FTE	Location	Effective Date	Action	Comment
CLAPP NANCY	TEACHER	1.00	HIGH SCHOOL	6/11/2020	RESIGNATION	
ALBERT ROYCE	TEACHER	1.00	HIGH SCHOOL	2/3/2020	LEAVE OF ABSENCE	MILITARY LEAVE
DIXON STACY	TEACHER	1.00	CHERRYDALE	6/11/2020	RESIGNATION	
JENNE ALEECE	TEACHER	1.00	CHLOE CLARK	1/27/2020	NEW HIRE	
HOEDEMAN MICHELLE	TEACHER	1.00	SALTAR'S POINT	6/11/2020	RESIGNATION	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 1/22/2020						
Name	Position	Hours	Location	Effective Date	Action	Comment
SMITH JOE III	CUSTODIAN	8.00	HIGH SCHOOL	1/8/2020	RESIGNATION	
EMMONS EMILY	PARAPROFESSIONAL	6.50	CHLOE CLARK	1/23/2020	NEW HIRE	
REYES-TORRES DANI	PARAPROFESSIONAL	6.50	SALTAR'S POINT	3/20/2020	RESIGNATION	



Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following

donation from: _____

Donation of: money for student programs/necessities

Donation Date: 12/17/2019

Amount: 7500.00

Deposit to Revenue Code (960): 1000-162

Fund: (check one) ☐ GF ☒ ASB

Expend from Account Code (530): _____

Donation Approved By:

Chief of Finance and Operations

Mel Bend

Date:

12/30/2019

Donations in the amount of \$5,000 or greater must be pre-approved by the Board of Directors prior to being used.

Board approval required? (check one) ☒ Yes ☐ No

Board Meeting date: _____

Routing:

- ☐ Accounting Clerk [accept funds / complete form / copy check & attach to form / deposit]
- ☐ Chief of Finance and Operations [review / approve / sign]
- ☐ Director of Finance to forward donation form & check copy (5,000 or greater) to Executive Assistant to the Superintendent for placement on next regularly-scheduled Board Meeting for review & approval

Superintendent approval required for overnight or over Cascade Mountain travel; School Board for out-of-state trips.

Date of Request: 1/9/2020 School: Steilacoom High School

Name of teacher(s) requesting field trip: Matt Vegh

Proposed student group: SHS Jazz Band

Proposed date(s) of field trip: Feb 28-March 1 Proposed destination(s): Moscow, ID

Departure time from School: 6:00 AM Transportation by: ☒ Bus ☐ Private Car ☐ Air

Return time to School: 5:00 PM Will students need meals: ☐ Yes ☐ No

Content area(s) addressed: jazz band performance, critique, listening to professional jazz musicians, clinics, etc

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):

see attached

Number of Students: 21 Number of Chaperones: 2-3

Revenue Source: ☐ General Fund (GF) ☒ ASB Is this in the ASB Budget? ☒ Yes ☐ No

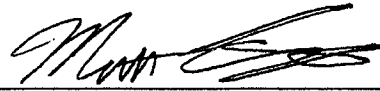
Individual student cost to be used for: motel rooms, busing costs, concert tickets

Estimated individual student cost \$ 120.00

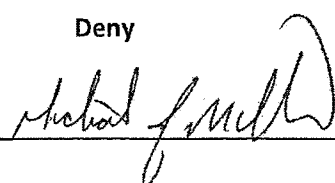
Current GF/ASB Fund Balance: \$ 3,157.00

Total Cost \$ 2,502.32

Account code 40 Q 819 4002 00 0000 4310 0000 0000 0

Teacher Name: Matt Vegh Signature: 

Teacher Name: _____ Signature: _____

Principal Name: Mike Miller Signature: 

☒ Approve ☐ Deny

Steilacoom HS Band Proposed Trip to Moscow, ID

Purpose, Budget, and Fundraising

Purpose: The Steilacoom Jazz Band has been invited to perform in a competitive jazz band festival at the University of Idaho in Moscow, Idaho. This is one of the largest jazz festivals in the entire world, and is world-renowned for its educational clinics, guest artist performances, and the quality of jazz bands that perform. Jazz Band students who attend will be perform in one of several festival venues and receive a live clinic and written and recorded feedback from professional jazz performers and educators. The band will also watch and listen to other high school bands from around the Pacific Northwest. On Saturday night, February 29, there is a special evening concert in which the top bands from each venue open for the world-renowned saxophonist Joshua Redman, the Lionel Hampton Big Band, and other artists from around the world.

Budget: The high school band ASB account will serve as the primary account for all expenditures related to this trip. Students will pay \$120 each to help with the costs. For students/families who have difficulty affording this one-time payment, we can arrange a payment plan or help with the costs. This event will NOT be a grade for the jazz band class.

6 double bed rooms (fits 18 students) for two nights—nights of Feb 28-29	\$593.28
3 single bed rooms (fits 3-6 adults)	\$296.64
Estimated busing costs (calculated at a rate of \$27.81/hour for 40 hours)	\$1,112.40
Evening concert tickets	\$500.00
TOTAL ESTIMATED COSTS (for 21 students)	\$2,502.32
----Cost to be paid per student	\$120.00
----estimated surplus after student payments	\$17.68

Fundraising: The band ASB account currently contains \$3,157.00 this year through donations, fundraising (including the USAgain, which is ongoing), and ASB fees. In addition, our music booster club may help with students who would not be able to attend due to finances.

**Steilacoom High School Jazz Band
Lionel Hampton Jazz Festival
February 28-March 1, 2020**

Students and Parents,

We are sending along information concerning the Lionel Hampton Jazz Festival at this time. The time schedules for this event is approximate for now as we have not received our performance time quite yet.

Cost per student

\$120 – covers hotel stay in Clarkston, WA, and festival entrance fee

- Pay at the Mrs. Agnew's office (due by February 21st)
- You may pay in installments if you would like to (talk to Mr. Vegh to set this up)

Lionel Hampton Jazz Festival (Moscow, ID)

Friday, February 28

6:00 AM	arrive at High School <ul style="list-style-type: none">• Have your bag and overnight things with you• Bring sack lunch for the day• Bring instrument, music, mutes, etc
6:15 AM	leave for Moscow, ID
11:30 AM	eat lunch (Pullman)
1:30 PM	arrive at University of Idaho Campus, walk around, watch groups
4:30	Afternoon concert at the Kibbie Dome
6:00	Load bus – head to dinner
6:30	Dinner at the Palouse Mall (Moscow)
7:30	load bus, travel to Motel 6 in Clarkston, WA 222 Bridge St Clarkston, WA 99403 509-758-1631
8:15	arrive at Motel 6, check into rooms
11:00	Lights out

Saturday, February 29

8:00 AM	Breakfast at motel
9:00	On bus – leave for Moscow (all day at the festival / performance times TBA)
4:30 PM	Afternoon concert at the Kibbie Dome
6:00	Dinner at the Palouse Mall (Moscow)
7:30	Evening Concert at the Kibbie Dome
10:30	load bus, head back to motel
11:15	arrive at Motel 6 in Clarkston, WA
midnight	lights out

Sunday, March 1

8:00 AM	Breakfast at motel
9:00 AM	Load bus, begin traveling back to school
Noon	eat lunch (Ellensburg)
5 PM	arrive at Steilacoom HS, go home

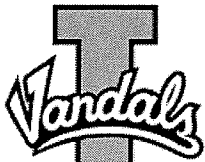
For Parents who might want to carpool and travel with the band

Concert tickets – call the Lionel Hampton Ticket Office 208-885-5900

Minimum pricing will be \$35

You are welcome to sit by the students if you would like

Hotel rooms can be difficult to find in around Moscow on the jazz festival weekend, but the Motel 6 at which we are staying may have extra rooms.



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University of Idaho Ticket Office

Home (<http://www.govandals.com>) Ticket Sales (https://tkt.xosn.com/tickets/TicketHome.dbml?DB_OEM_ID=17100)

Event Calendar (https://tkt.xosn.com/tickets/EventCalendar.dbml?DB_OEM_ID=17100)

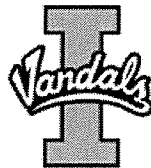
Venue Information (https://tkt.xosn.com/tickets/TicketHome.dbml?_MODE_=VENUEINFO&DB_OEM_ID=17100)

Ticket Cart (https://tkt.xosn.com/tickets/TicketHome.dbml?_MODE_=DISPLAYCART&DB_OEM_ID=17100)

My Account (https://tkt.xosn.com/tickets/MyAccount.dbml?DB_OEM_ID=17100)

Event Selected

LHJF - Saturday



Lionel Hampton Jazz Festival

LHJF - Saturday

JF2002

Saturday, February 29, 2020

7:30 PM

Select a different event

Joshua Redman "Still Dreaming" The Lionel Hampton Big Band

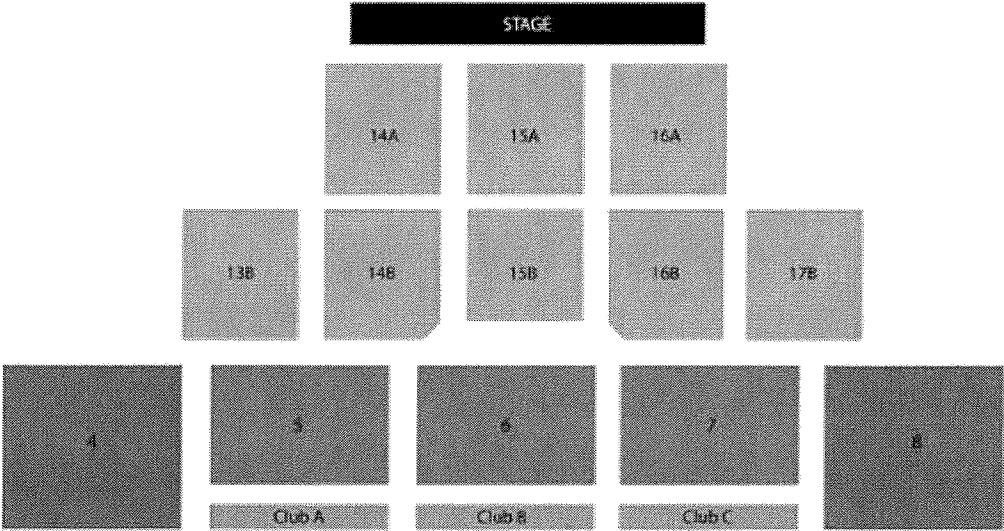
PLEASE NOTE - FOR OUTER STANDS AND CENTER STANDS SEATING DOUBLE LETTER ROWS ARE CLOSEST TO THE STAGE AT THE BOTTOM OF THE STANDS

Seat Map »

Best Available »

Click a section below to select your seats from the seat map.

ASUI Kibbie Dome Reserved Seating Layout



Ticket Prices

Floor (\$22.00 - \$45.00)
Center Stands (\$18.00 - \$35.00)
Outer Stands (\$15.00 - \$30.00)
Club (\$45.00)

(<http://www.neulioncollege.com>)

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Privacy & Terms (/TermsAndConditions.dbml?db_oem_id=17100)

Board approval required for overnight, Eastern Washington or out-of-state trips.

Date of Request: 1/7/2020 School: Pioneer Middle School

Name of teacher(s) requesting field trip: Kyle Haller/Amanda Gidley

Proposed student group: 6th grade

Proposed date(s) of field trip: April 13-17, 2020 Proposed destination(s): YMCA Camp Colman

Departure time from School: _____ Transportation by: ☒ Bus ☐ Private Car ☐ Air

Return time to School: _____ Will students need meals: ☒ Yes ☐ No

Content area(s) addressed: 6th Grade Outdoor Education Week

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):
Nolan Fundraising option for all students available. All profit will be deducted from their camp tuition. Also in discussion with PTA about holding a fund raiser to help pay for busses, camp supplies, etc.

Number of Students: 306 Number of Chaperones: 30 per

Revenue Source: ☐ General Fund (GF) ☒ ASB Is this in the ASB Budget? ☒ Yes ☐ No

Individual student cost to be used for: Tuition/lodging, transportation, food

Estimated individual student cost \$ 150

GF/ASB Funds: \$ Approx. \$40,000

Total Cost \$ Approx. \$40,000

Account code 237-4030

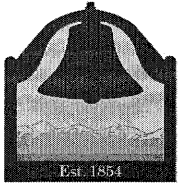
Teacher Name: Kyle Haller Signature: Kyle Haller

Teacher Name: Amanda Gidley Signature: Amanda Gidley

Approve

Deny

Principal Name: John Nystrom Signature: John Nystrom



The best education for every student.

STEILACOOM
Historical School District No. 1

511 Chambers Street
Steilacoom, WA 98388

www.steilacoom.k12.wa.us
Phone: 253.983.2200
Fax: 253.584.7198

Memo

To: Board of Directors & Kathi Weight, Superintendent
From: Kyle Haller and Amanda Gidley, 6th Grade Teachers
CC:
Date: 1/7/2020
Re: 6th Grade Camp Board approval is requested for our annual 6th grade outdoor education program. Details of the program are provided below:

Event: 6th grade Outdoor Education 2020

Destination: Camp Colman; Longbranch, WA

Dates: Two Sessions: April 13-15th and 15th-17th

Student Cost: \$150 per

Total Cost: Approx. \$40,000 (students/counselors/chaperones)

Funding: Outdoor Education Budget, Student fundraisers through ASB, students pay (150.00, HS counselors will be charged \$75).

Students: All 6th grade students, Approx. 30 high school counselors

Chaperones: 6th grade teachers, Approx. 30 parents who have will have WSP clearance

Travel: Buses

Lodging: Cabins at Camp Coleman

Classes taught by Camp Coleman instructors. Classes include challenge courses (team building), outdoor wilderness survival, orienteering, archery.

Steilacoom Historical School District No. 1
Board of Directors' Operating Protocol
Adopted January 22, 2020

The most effective way to operate and supervise a dynamic, growing school district is through close cooperation between the school board, the superintendent, and the administrative leadership team. Each group plays a different role, and each role is essential to the success of the entire system (staff and students). In order to allow each group to compliment and ensure the success of the others, there must be agreement on some philosophical ideas and practical ways of working together to achieve the common goal – quality education programs for each student. To achieve, within the legal and financial limits of the District, quality education programs for each student, the Board pledges to strive toward excellence in performance and expects the same from each individual who works in Steilacoom Historical School District.

Board directors and administrators have an obligation to provide educational leadership. The public expects the best in planning, decision-making, communication, and educational expertise. However, all decisions and policies of the Board-Administration Team must be gauged and tested against two fundamental beliefs: schools are for kids; and schools belong to the people.

For the purpose of enhancing teamwork among members of the Board and between the Board and the Administrative Team, we, the members of the Steilacoom School District Board of Directors, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

PRINCIPLES FOR BOARD-ADMINISTRATION RELATIONS

The following philosophical ideas, operating principles, and behaviors, when adhered to by all, will create an open, productive environment for a team approach to school leadership:

1. Positive Approach

Each member of the team is charged with the responsibility of working with the team to find the best way to meet the needs of the students and staff. An open, positive, and problem solving atmosphere toward designing, implementing, and assessing plans to achieve the goals of the organization is critical.

2. Judgment and Trust

To develop an effective team process, each group must support and cooperate with team members, collectively and individually.

3. Loyalty and Disagreement

Cooperation, support, and loyalty do not mean there will be agreement on every issue. Dialogue, divergent thinking, and debate will encourage the best decisions. To clarify this principle, a few ground rules must be covered:

- Each team member has the responsibility for being loyal to the District, to each member of the team, and to the primary goal -- a quality education for every child.
- Board Directors should not be contacting employees of the District on operational issues. Questions about operations, direction, etc., should be directed to the Superintendent.
- Board Directors are encouraged to offer praise for employees, but criticism must be channeled through the Superintendent's office.
- Debate the issues, not one another. Avoid personal slurs and snide comments.
- Information about employees, negotiations, and other confidential areas discussed in executive session will remain completely confidential. Information given in confidence, particularly when planning and exploring alternatives must also remain confidential. Team members should state in advance whatever they consider to be confidential information.
- When Board Directors or the superintendent find themselves in disagreement with another team member, a one-to-one meeting with that person should be arranged to resolve the disagreement. Once resolved, the disagreement will remain a private matter.
- Discussion at meetings and debate over issues should be open and honest. Once a final team decision is reached, each member has the responsibility to support the decision.
- Agendas must be open and on the table for meaningful dialogue to occur. Information upon which decisions are to be made, with accompanying alternatives, will be given to the Board in a timely manner so that appropriate input and analysis can take place prior to the time of the decision. Surprises at meetings are counterproductive.

4. Accountability to Community

The School Board, Superintendent, and administrative team are accountable to the public for the decisions made and for the quality of their work. Responsibility to the community is demonstrated by listening to them and by using effective systems of gathering information as assessment.

5. Communication

Effective interpersonal communication requires a healthy communication climate with high levels of trust and respect for individuals and for the mission of providing a quality education for all students. To achieve this, messages must be open, straightforward, and honest.

- The Superintendent and the Board will make deliberate attempts to share information and data with all team members. Team members shall utilize the chain of command as outlined by District policy/procedures.
- When an individual Board Director is contacted by a staff or community member, each member has agreed to the following procedures:
 - a. Hear out the individual's concern.
 - b. Ask if the issue has been discussed with the person immediately responsible.
 - c. Express concern about the issue and a desire to assist in resolution, while reinforcing the need to resolve the issue at the immediate local level. If unsuccessful, proceed to the next level(s) of responsibility.
- Only the Superintendent, his/her designee, or a Board-designated representative may contact the District's negotiator, should one be used, on current negotiations. If a Board Director feels a need to talk to District counsel or the negotiator, he or she is to contact the Superintendent who will arrange for all meetings. The Board president may contact the District's legal counsel in reference to the Superintendent's contract.
- It is important to keep the Superintendent and other Board members informed of unusual happenings as quickly as they occur.
- The Superintendent is responsible for communicating official district operational positions to the media. There will also be occasions when the Board president communicates the official District position. Board members may certainly state personal positions; as long as they make it known they are not speaking for the Board or the District.
- The Board will emphasize planning, policy making, and public relations rather than becoming involved in the daily operations of the schools.
- After reviewing the agenda, Board members agree to ask questions when clarification is needed so that the Board meetings can proceed smoothly and efficiently. Board members can also contact the Superintendent to discuss issues prior to the meetings. Members may also request addition of items to the agenda prior to its adoption.

- Each Board member will become conversant with matters on which the Board acts, reviewing all materials prior to meetings. They will attend essential Board training and inform themselves about important issues through individual readings.
- All personnel complaints and criticisms received by the Board or its individual members will be directed to the Superintendent.
- Members agree to operate as a team and employ appropriate group problem solving techniques. They agree to focus on issues rather than personalities, to propose viable alternatives to problems, to disagree constructively and communicate with each other in a respectful manner.

Signed this 22th day of January 2020;

Bob Forbes, Board Chair

Jennifer McDonald, Board Vice Chair

Kathi Weight, Superintendent

Sam Scott, Board Legislative Representative

Jason Pierce, Board Director

Loujanna Rohrer, Board Director

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 22, 2020

Resolution 858-01-22-20 – Sale of Property – International Place

Strategic Focus Area

- ☐ Achieve
- ☐ Support
- ☐ Connect
- ☒ Plan

BACKGROUND INFORMATION

The district property (5.34 acres) located on International Place N. in DuPont was declared as surplus by Resolution 856-10-23-19 on October 23rd, 2019.

The notice of the Board's consideration of a sale of the property was published on November 1, 2019 and November 6, 2019.

The Board held a public hearing regarding the sale of the property on November 20, 2019.

Attached is Resolution 858-01-22-20 to sell the International Place property to PDC Seattle LPIV BB/TH, LLC for the agreed purchase price of \$4,584,377.00.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Resolution 858-01-22-20.

Report prepared by:

Dr. Kathi Weight, Superintendent

Steilacoom Historical School District No. 1
511 Chambers
Steilacoom, WA 98388

Resolution No. 858-01-22-20

Sale of Property International Place

THIS RESOLUTION of the Steilacoom Historical School District No. 1 is in accordance with Board Policy 6882 and RCW 28A.335.090(1) which provides that “[t]he board of directors of each school district shall have exclusive control of all school property, real or personal, belonging to the district; said board shall have power, subject to RCW 28A.335.120, in the name of the district, to convey by deed all the interest of their district in or to any real property of the district which is no longer required for school purposes.”

WHEREAS, the District owns property containing approximately 5.34 acres of real estate located at xxxx International Place N in the City of DuPont, Washington (Pierce County Tax Parcel Identification No. 3000390282); and

WHEREAS, on October 23, 2019, the Board of Directors declared the Property surplus via Resolution 856-10-23-19; and

WHEREAS, notice of the Board of Director’s consideration of a sale of the Property was published on November 1, 2019, and November 6, 2019, in the Tacoma News Tribune; and

WHEREAS, pursuant to RCW 28A.335.120, the Board of Directors held a public hearing regarding the sale of the Property on November 20, 2019; and

WHEREAS, the District has worked since that time to market the sale of the Property; and

WHEREAS, the District obtained an appraisal of the Property performed by McKee Appraisal; and

WHEREAS, the District has come to an agreement with PDC Seattle LPIV BB/TH, LLC, a Delaware limited liability company, regarding the sale of the Property; and

WHEREAS, the agreed purchase price for the Property is \$4,584,377.00.

NOW, THEREFORE, be it resolved that the Superintendent of the Steilacoom Historical School District or her designee is authorized to execute a Purchase and Sale Agreement substantially in the form of Exhibit A attached hereto with PDC Seattle LPIV BB/TH, LLC for the sale of the Property, and to take any and all actions necessary to consummate and close the transaction set forth in the Purchase and Sale Agreement, and to convey the Property to PDC Seattle LPIV BB/TH, LLC pursuant to such agreement.

Approved by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, at a regular meeting thereof held this 22nd day of January, 2020.

Chair

Director

Director

Director

Director

Attested to by:

Secretary, Board of Directors