



Regular Meeting Agenda

Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA

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.

8/28/2019 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 be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. INTRODUCTION - NEW STAFF

(Information)

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 July and August 2019 Accounts Payable and July 2019 Payroll.pdf \(p. 4\)](#)

[Approval of Financial Reports.pdf \(p. 5\)](#)

[Approval of July 24, 2019 Regular Meeting Minutes.pdf \(p. 15\)](#)

[Approval of August 14, 2019 Study Session Minutes.pdf \(p. 17\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 19\)](#)
[Approval of Classified Personnel Report.pdf \(p. 20\)](#)
[Approval of Co-Curricular Personnel Report \(p. 21\)](#)
[Approval of SHS Cross Country Meet to Gresham, OR.pdf \(p. 22\)](#)
[Approval of SHS Cross Country State Meet to Pasco, WA.pdf \(p. 23\)](#)

V. OLD BUSINESS

A. Approval of Resolution 854-08-28-2019, 2019-20 School Year Budget (Action)

Presenter: Melissa Beard

[Approval of 854-08-28-19 Budget Adoption Resolution.pdf \(p. 24\)](#)

B. Second Reading of Policy 3200 Student Rights and Responsibilities (Action)

Presenter: Susanne Beauchaine

[Policy 3200 Rights and Responsibilities.pdf \(p. 37\)](#)

C. Second Reading of Policy 3205 Sexual Harassment of Students Prohibited (Action)

Presenter: Susanne Beauchaine

[Policy 3205 Sexual Harassment of Students Prohibited.pdf \(p. 39\)](#)

D. Approval of 2019-20 School Year District Focus (Action)

Presenter: Superintendent Weight

[District Focus 2019-20 Final.pdf \(p. 43\)](#)

VI. NEW BUSINESS

A. Resolution 855-08-28-19 for Certification of 2020 Excess Property Taxes (Action)

Presenter: Melissa Beard

[Approval of 855-08-28-19 Levy Resolution.pdf \(p. 45\)](#)

B. Resolution 856-08-28-19 Surplus of International Place Property (Action)

Presenter: Melissa Beard

[Resolution 856-08-28-19 International Place Surplus.pdf \(p. 48\)](#)

C. First Reading of Policy 2410 High School Graduation Requirements (Action)

Presenter: Paul Harvey

[Policy 2410 High School Graduation Requirements.pdf \(p. 51\)](#)

D. First Reading of Policy 3240 Student Conduct Expectations and Reasonable Sanctions (Action)

Presenter: Susanne Beauchaine

[Policy 3240 Student Conduct Expectations and Reasonable Sanctions.pdf \(p. 55\)](#)

E. First Reading of Policy 3241 Student Discipline (Action)

Presenter: Susanne Beauchaine

[Policy 3241 Student Discipline.pdf \(p. 58\)](#)

VII. 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 be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

VIII. BOARD COMMUNICATION (Information)

IX. ANNOUNCEMENTS (Information)

A. Celeste Johnston's Retirement

X. ADJOURNMENT (Action)

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: August 28, 2019

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.


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>					
	Payroll	800846	to	800848	\$ 7,211.38
	Payroll A/P	126425	to	12646	\$ 805,901.63
	Payroll Taxes				\$ 473,272.47
	Direct Deposit				\$ 1,352,992.41
July 23, 2019	Accounts Payable	126447	to	126460	\$ 386.60
July 26, 2019	Accounts Payable	126461	to	126461	\$ 80.44
July 26, 2019	Accounts Payable	126462	to	126477	\$ 123,437.76
July 26, 2019	Accounts Payable	126478	to	126491	\$ 16,400.07
July 30, 2019	Accounts Payable	126492	to	126492	\$ 22,726.93
July 31, 2019	Accounts Payable	126493	to	126499	\$ 34,680.86
August 1, 2019	Accounts Payable	126500	to	126501	\$ 15,679.09
August 14, 2019	Accounts Payable	126502	to	126554	\$ 257,092.76
August 19, 2019	Accounts Payable	126555	to	126555	\$ 6.07
TOTAL GENERAL FUND:					\$ 3,109,868.47

CAPITAL PROJECTS FUND:

to
TOTAL CAPITAL PROJECTS FUND: \$ -

ASSOCIATED STUDENT BODY FUND:

July 26, 2019	Accounts Payable	404192	to	404192	\$ 182.30
August 19, 2019	Accounts Payable	404193	to	404193	\$ 1.31
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 183.61

TRANSPORTATION VEHICLE FUND:

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

Steilacoom Historical School District No. 1
Financial Report - July 31, 2019
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of July 31, 2019 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	42,686,670	39,104,218	91.61%
Expenditures & Other Financing Uses	43,509,742	39,288,779	90.30%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(823,072)	(184,561)

Transfer to Capital Projects	(100,000)
Net Change in Unassigned Fund Balance	(284,561)

Fund Balances	9/1/2018	7/31/2019	Variance
Committed for Other Purposes	(74,631)	(74,771)	-140
Unassigned Fund Balance	1,791,928	2,305,121	513,193
Unassigned Minimum Fund Balance	2,610,000	2,610,000	-
Fund Balance	4,327,297	4,840,350	513,053

Capital Projects Fund:

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

Beginning Fund Balance		1,856,813	
GF Transfer to Capital Projects	100,000		
Revenues	210,207		
Expenses	445,994		
		(135,787)	
Ending Fund Balance 7/31/2019			1,721,026

	9/1/2018 Beginning Fund Balance	7/31/2019 Ending Fund Balance	Variance
Debt Service Fund*:	3,650,047	3,914,157	264,110
Transportation Fund:	105,362	107,308	1,946
ASB Fund:	280,669	356,397	75,728

*12/1/2018 Principal and Interest - \$6,358,850; 6/1/2019 Interest payment - \$ 819,725

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- WORKING -- BUDGET-STATUS-REPORT
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	5,745,095	14,933.12	5,907,956.79		162,861.79-	102.83
2000 LOCAL SUPPORT NONTAX	994,500	22,859.83	808,854.96		185,645.04	81.33
3000 STATE, GENERAL PURPOSE	26,717,087	2,765,463.76	24,835,750.56		1,881,336.44	92.96
4000 STATE, SPECIAL PURPOSE	6,639,215	813,209.79	5,606,532.33		1,032,682.67	84.45
5000 FEDERAL, GENERAL PURPOSE	354,000	80,859.02	408,594.04		54,594.04-	115.42
6000 FEDERAL, SPECIAL PURPOSE	2,210,273	97,228.54	1,522,241.28		688,031.72	68.87
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	21,500	.00	.00		21,500.00	0.00
9000 OTHER FINANCING SOURCES	5,000	.00	14,287.55		9,287.55-	285.75
<u>Total REVENUES/OTHER FIN. SOURCES</u>	42,686,670	3,794,554.06	39,104,217.51		3,582,452.49	91.61
<u>B. EXPENDITURES</u>						
00 Regular Instruction	23,844,253	2,077,948.34	21,794,889.18	1,806,884.29	242,479.53	98.98
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,282,045	377,393.09	4,894,872.91	508,456.72	121,284.63-	102.30
30 Voc. Ed Instruction	2,111,734	123,216.74	1,631,327.51	288,925.78	191,480.71	90.93
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,390,271	132,328.10	1,366,453.78	108,913.37	85,096.15-	106.12
70 Other Instructional Pgms	1,512,025	139,006.69	716,523.11	179,760.37	615,741.52	59.28
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	9,369,414	656,206.16	8,884,712.35	1,472,448.21	987,746.56-	110.54
<u>Total EXPENDITURES</u>	43,509,742	3,506,099.12	39,288,778.84	4,365,388.74	144,425.58-	100.33
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	100,000	100,000.00	100,000.00			
<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>	923,072-	188,454.94	284,561.33-		638,510.67	69.17-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	5,250,369		5,124,911.73			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,327,297		4,840,350.40			

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	0	.00
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	74,631-	74,770.73-
G/L 872 Committd to Econmc Stabilizatn	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	1,791,928	2,305,121.13
G/L 891 Unassigned Min End Bal Policy	2,610,000	2,610,000.00
<u>TOTAL</u>	4,327,297	4,840,350.40

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- WORKING -- BUDGET-STATUS-REPORT
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 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	105,000	53,635.27	210,206.86		105,206.86-	200.20
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	100,000.00	100,000.00		.00	100.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 205,000	 153,635.27	 310,206.86		 105,206.86-	 151.32
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	670.77	0.00	670.77-	0.00
20 Buildings	850,000	1,205.00	437,323.39	50,990.13	361,686.48	57.45
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	.00	8,000.00	0.00	2,000.00	80.00
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	 1,205.00	 445,994.16	 50,990.13	 363,015.71	 57.79
 <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>	 655,000-	 152,430.27	 135,787.30-		 519,212.70	 79.27-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 1,900,000		 1,856,813.27			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	 1,245,000		 1,721,025.97			

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	26,761.00
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	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	250,000	525,262.20
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	200,000	300,000.00
G/L 889 Assigned to Fund Purposes	795,000	869,002.77
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,245,000	1,721,025.97

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- WORKING -- BUDGET-STATUS-REPORT
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

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

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	7,494,447	22,043.87	7,418,667.34		75,779.66	98.99
2000 Local Support Nontax	15,000	1,016.80	24,317.79		9,317.79-	162.12
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>	7,509,447	23,060.67	7,442,985.13		66,461.87	99.11
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	5,425,000	.00	5,425,000.00	0.00	.00	100.00
Interest On Bonds	1,753,575	.00	1,753,575.00	0.00	.00	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	300.00	0.00	2,200.00	12.00
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>	7,181,075	.00	7,178,875.00	0.00	2,200.00	99.97
<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) EXPENDITURES (A-B-C-D)</u>	328,372	23,060.67	264,110.13		64,261.87-	19.57-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,774,388		3,650,046.52			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,102,760		3,914,156.65			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	4,102,760		3,914,156.65			
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>	4,102,760		3,914,156.65			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- WORKING -- BUDGET-STATUS-REPORT
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

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

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	201,100	703.72	142,373.48		58,726.52	70.80
2000 Athletics	261,404	30.00-	54,842.55		206,561.45	20.98
3000 Classes	62,300	600.00	65,281.87		2,981.87-	104.79
4000 Clubs	477,200	20.00	200,757.53		276,442.47	42.07
6000 Private Moneys	25,500	.00	13,036.77		12,463.23	51.12
<u>Total REVENUES</u>	1,027,504	1,293.72	476,292.20		551,211.80	46.35
<u>B. EXPENDITURES</u>						
1000 General Student Body	214,007	6,199.70	45,674.96	0.00	168,332.04	21.34
2000 Athletics	227,183	5,075.69	103,143.17	12,882.23	111,157.60	51.07
3000 Classes	66,483	2,495.80	58,920.71	1,747.50	5,814.79	91.25
4000 Clubs	481,989	475.58	183,424.26	16,103.06	282,461.68	41.40
6000 Private Moneys	25,814	.00	9,401.47	0.00	16,412.53	36.42
<u>Total EXPENDITURES</u>	1,015,476	14,246.77	400,564.57	30,732.79	584,178.64	42.47
<u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	12,028	12,953.05-	75,727.63		63,699.63	529.59
<u>D. TOTAL BEGINNING FUND BALANCE</u>						
	270,217		280,668.94			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>						
	XXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>						
<u>C+D + OR - E)</u>	282,245		356,396.57			
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	282,245		356,396.57			
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>	282,245		356,396.57			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- WORKING -- BUDGET-STATUS-REPORT
Fiscal Year 2018 (September 1, 2018 - August 31, 2019)

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

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	1,000	202.68	1,945.86		945.86-	194.59
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
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>8,500</u>	<u>202.68</u>	<u>1,945.86</u>		<u>6,554.14</u>	<u>22.89</u>
 <u>B. 9900 TRANSFERS IN FROM GF</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>		 <u>.00</u>	 <u>0.00</u>
 <u>C. Total REV./OTHER FIN. SOURCES</u>	 <u>8,500</u>	 <u>202.68</u>	 <u>1,945.86</u>		 <u>6,554.14</u>	 <u>22.89</u>
 <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>	 <u>10,000</u>	 <u>.00</u>	 <u>.00</u>	 <u>0.00</u>	 <u>10,000.00</u>	 <u>0.00</u>
 <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>F. OTHER FINANCING USES (GL 535)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	 <u>1,500-</u>	 <u>202.68</u>	 <u>1,945.86</u>		 <u>3,445.86</u>	 <u>229.72-</u>
 <u>H. TOTAL BEGINNING FUND BALANCE</u>	 <u>104,000</u>		 <u>105,362.25</u>			
 <u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 <u>XXXXXXXXXX</u>		 <u>.00</u>			
 <u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	 <u>102,500</u>		 <u>107,308.11</u>			
 <u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	102,500		107,308.11			
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>	 <u>102,500</u>		 <u>107,308.11</u>			

***** End of report *****



Regular Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, Washington
Wednesday, July 24, 2019

STUDY SESSION:

- Agenda Review

REGULAR MEETING:

I. CALL TO ORDER

Vice Chair Pierce called the meeting to order at 7:00 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Director Schenk made a motion to excuse Chair Forbes; Director Scott seconded the motion, and the motion passed (4/0).

Director Scott made a motion to approve the agenda with the addition to the Classified Personnel Report of the hiring of Sharon Carpenter and the resignation of Michelle McCain; Director Schenk seconded the motion, and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. RECESS TO PUBLIC HEARING

Vice Chair Pierce recessed to public hearing at 7:01 pm.

IV. PUBLIC HEARING - 2019-2020 Budget Hearing(Information)

A. Presentation

Chief of Finance and Operations Melissa Beard presented the Steilacoom Historical School District 2019-20 Budget PowerPoint and discussion followed.

B. Comments from the Audience

No comments.

V. RETURN TO REGULAR MEETING

Vice Chair Pierce returned to regular meeting at 7:16 pm and recognized DuPont City Council Member Coffey.

VI. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda; Director Scott seconded the motion, and the motion passed (4/0). The Consent Agenda included attached Financial Reports, Accounts Payable and Payroll Report, Regular Meeting Minutes (June 26, 2019), Special Session Minutes (July 10, 2019), Study Session Minutes (July 10, 2019), Classified Exempt and Classified Personnel Reports, District-Wide Surplus Reports, and 2019-22 SRO Interlocal agreement.

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District 1 are digitally recorded.

VII. NEW BUSINESS

A. First Reading of Policy 3200 Student Rights and Responsibilities

Director Schenk made a motion to move Policy 3200 to a second reading; Director Scott seconded the motion, and the motion passed (4/0).

B. First Reading of Policy 3205 Sexual Harassment of Students Prohibited

Director Scott made a motion to move Policy 3205 to a second reading; Director McDonald seconded the motion, and the motion passed (4/0).

C. District Goal

Superintendent Weight presented the District Goal for the 2019-20 school year, The Science of Social Emotional Learning.

Vice Chair Pierce suggested classifying the science of social and emotional learning as a District Focus, rather than a District Goal.

VIII. COMMENTS FROM THE AUDIENCE

No comments.

IX. BOARD COMMUNICATION

No communication.

X. ANNOUNCEMENTS

- Director Schenk thanked Dr. Beard for her work in developing the budget, and offered specific appreciation for the activity bus.
- Director McDonald suggested the District begin sharing Back to School information with the community.

XI. ADJOURNMENT

Directors Schenk and McDonald made a motion to adjourn the meeting at 7:40 pm; Director Scott seconded the motion, and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



Study Session of the Board of Directors

Meeting Minutes

**Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA
8/14/2019**

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 McDonald made a motion to excuse Director Pierce; Director Scott seconded the motion, and the motion passed (4/0). Director Schenk made a motion to approve the agenda; Director McDonald seconded the motion, and the motion passed (4/0). Chair Forbes recognized DuPont City Councilmember Penny Coffey.

II. TOPIC FOR BOARD DISCUSSION

A. Steilacoom School District Region 5 All Hazard Mitigation Plan

Executive Director Susanne Beauchaine presented the Steilacoom School District Region 5 All Hazard Mitigation Plan and discussion followed.

B. Long Range Capital Facilities Plan

Chief of Finance and Operations Melissa Beard presented the Long Range Capital Facilities Plan and discussion followed.

C. September 11, 2019 Study Session Agenda Items

- 1. SIP Secondary**
- 2. Other Topics**

Director Scott addressed the issue of Director Districts. Superintendent Weight will provide information to the Board on this process later this fall.

D. Superintendent Updates

Superintendent Weight updated the Board on Steilacoom High School's Class of 2020 graduation, which will be held at Cheney Stadium. The District Social-Emotional Learning calendar has been published and mailed to District families. The District hosted two successful events this week: the Administrative Retreat and the New Employee Orientation. The District is fully staffed for the 2019-20 school year.

III. RECESS TO EXECUTIVE SESSION

Chair Forbes recessed to Executive Session at 7:08 pm

IV. EXECUTIVE SESSION

V. RETURN TO REGULAR MEETING

Chair Forbes returned to regular meeting at 8:03 pm.

VI. ADJOURNMENT

Director Scott made a motion to adjourn the meeting at 8:04 pm; Director McDonald seconded the motion, and the motion passed (4/0).

(Secretary/Superintendent)

(Chair)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 8/28/2019						
Name	Position	FTE	Location	Effective Date	Action	Comment
WUSTERBARTH GARY	TEACHER	1.00	HIGH SCHOOL	7/29/2019	RETIREMENT	
LITT TERESA	LIBRARIAN	1.00	HIGH SCHOOL	7/31/2019	RETIREMENT	
SMITH EMILY	TEACHER	1.00	CHLOE CLARK	8/29/2019	NEW HIRE	
ASATO DANIELLE	TEACHER	1.00	SALTAR'S POINT	8/29/2019	NEW HIRE	
MAKER ALISON	TEACHER	1.00	CHERRYDALE	8/29/2019	NEW HIRE	
DAVIS DEIRDRE	TEACHER	1.00	CHERRYDALE	8/29/2019	NEW HIRE	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 8/28/2019						
Name	Position	Hours	Location	Effective Date	Action	Comment
KING KIMBERLY	PARAPROFESSIONAL	6.50	HIGH SCHOOL	8/29/2019	NEW HIRE	
PRISCO AMY	PARAPROFESSIONAL	3.50	ANDERSON ISLAND	8/29/2019	NEW HIRE	

Steilacoom Historical School District No. 1
Co-Curricular Personnel Report

Personnel Report 8/28/2019					
Name	Position	Location	Effective Date	Amount	Comment
MACDONALD ANDY	FOOTBALL HEAD COACH	PIONEER	8/29/2019	4,235.00	
MCJUNKINS MIKE	FOOTBALL ASSISTANT COACH	PIONEER	8/29/2019	3,176.25	
RUFFIN ARMAND	FOOTBALL ASSISTANT COACH	PIONEER	8/29/2019	3,176.25	
GIDLEY AMANDA	FASTPITCH HEAD COACH	PIONEER	8/29/2019	4,235.00	
MCJUNKINS TRINA	FASTPITCH ASSISTANT COACH	PIONEER	8/29/2019	3,176.25	
GIDLEY AMANDA	BASKETBALL GIRLS HEAD COACH	PIONEER	11/11/2019	4,235.00	
MCJUNKINS TRINA	BASKETBALL GIRLS ASSISTANT COACH	PIONEER	11/11/2019	3,176.25	
RUFFIN ARMAND	BASKETBALL GIRLS ASSISTANT COACH	PIONEER	11/11/2019	3,176.25	
GOLLE JOHN	WRESTLING HEAD COACH	PIONEER	11/11/2019	4,235.00	
MCAVOY ROB	WRESTLING ASSISTANT COACH	PIONEER	11/11/2019	3,176.25	
RUFFIN ARMAND	BASKETBALL BOYS HEAD COACH	PIONEER	2/3/2020	4,235.00	
BLANCHARD STANLEY	BASKETBALL BOYS ASSISTANT COACH	PIONEER	2/3/2020	3,176.25	
MCJUNKINS TRINA	BASKETBALL BOYS ASSISTANT COACH	PIONEER	2/3/2020	3,176.25	
HALLER KYLE	SOCCER GIRLS HEAD COACH	PIONEER	2/3/2020	4,235.00	
BYRD MEGAN	SOCCER GIRLS ASSISTANT COACH	PIONEER	2/3/2020	3,176.25	
MCJUNKINS MIKE	SOCCER GIRLS ASSISTANT COACH	PIONEER	2/3/2020	3,176.25	
HAYES BRUCE	BASEBALL HEAD COACH	PIONEER	3/30/2020	4,235.00	
MCAVOY ROB	BASEBALL ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
RUFFIN ARMAND	TRACK HEAD COACH	PIONEER	3/30/2020	4,235.00	
BLANCHARD STANLEY	TRACK ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
MCJUNKINS TRINA	TRACK ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
MCJUNKINS MIKE	TRACK ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
MATEUS STEPHANIE	VOLLEYBALL HEAD COACH	PIONEER	3/30/2020	4,235.00	
RASCHKE REGAN	VOLLEYBALL ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
DUENAS CLAUDIA	VOLLEYBALL ASSISTANT COACH	PIONEER	3/30/2020	3,176.25	
RASCHKE REGAN	DANCE HEAD COACH	PIONEER	8/29/2019	4,235.00	
DAVIES COLBY	FOOTBALL HEAD COACH	HIGH SCHOOL	8/21/2019	6,168.00	
CRAWFORD ANTHONY	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,626.00	
HALLER KYLE	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,352.63	
KOUBELE NICHOLAS	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,626.00	
MARTIN MICHAEL	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,352.63	
MCDONALD MICHAEL	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,626.00	
HERD GREG	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,352.63	
THOMAS PATRICK	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2019	4,352.63	
ANDERSON ERIN	CROSS COUNTRY HEAD COACH	HIGH SCHOOL	8/26/2019	3,738.50	
JOHNSON KENT	CROSS COUNTRY ASSISTANT COACH	HIGH SCHOOL	8/26/2019	2,803.88	
FORD JOHN	GOLF HEAD COACH	HIGH SCHOOL	8/26/2019	4,051.00	
PICKETT TAYLOR	SOCCER GIRLS HEAD COACH	HIGH SCHOOL	8/26/2019	4,841.50	
RENNER NATHAN	SOCCER GIRLS ASSISTANT COACH	HIGH SCHOOL	8/26/2019	3,631.13	
SUEK BLAIR	VOLLEYBALL HEAD COACH	HIGH SCHOOL	8/26/2019	4,921.50	
JACKSON JASMINE	VOLLEYBALL ASSISTANT COACH	HIGH SCHOOL	8/26/2019	3,691.13	
PYLES KATIE LYNN	VOLLEYBALL ASSISTANT COACH	HIGH SCHOOL	8/26/2019	3,404.44	
CASEY KATHERINE	SWIM GIRLS HEAD COACH	HIGH SCHOOL	8/26/2019	4,930.00	
CUNNINGHAM AMANDA	SWIM GIRLS ASSISTANT COACH	HIGH SCHOOL	8/26/2019	3,697.50	
MANNING ERNIE	TENNIS BOYS HEAD COACH	HIGH SCHOOL	8/26/2019	4,755.50	
MAGAWAY ALAN	TENNIS BOYS ASSISTANT	HIGH SCHOOL	8/26/2019	3,566.63	
SORTORE PATRICIA	CHEER ADVISOR HEAD COACH	HIGH SCHOOL	8/1/2019	5,353.36	

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

Date of Request: 8/02/19 School: SHS

Name of teacher(s) requesting field trip: Anderson

Proposed student group: XC Team

Proposed date(s) of field trip: 9/28 Proposed destination(s): Gresham, OR

Departure time from School: 0630 Transportation by: ☒ Bus ☐ Private Car ☐ Air

Return time to School: 4:30 pm Will students need meals: ☐ Yes ☒ No

Content area(s) addressed: Cross Country Meet

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

Number of Students: 20 Number of Chaperones: 2

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

Individual student cost to be used for: No costs to individual students.

Estimated individual student cost \$ 0

GF/ASB Funds: \$

Total Cost \$ Approx. \$600.

Account code 2003

Teacher Name: Erin Anderson Signature: Erin Anderson

Teacher Name: Signature:

Approve

Deny

Principal Name: Mike Miller Signature: Michael F. Miller

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

Date of Request: 7/05/19 School: Steilacoom High School

Name of teacher(s) requesting field trip: Erin Anderson

Proposed student group: Cross Country Team

Proposed date(s) of field trip: 11/08-11/09 Proposed destination(s): Pasco, WA

Departure time from School: 0800 11/08 Transportation by: ☒ Bus ☐ Private Car ☐ Air

Return time to School: 8pm 11/09 Will students need meals: ☒ Yes ☐ No

Content area(s) addressed: State XC Meet

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

Number of Students: 25 Number of Chaperones: 3

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

Individual student cost to be used for: NO INDIVIDUAL STUDENT COSTS

Estimated individual student cost \$ 0

GF/ASB Funds: 0

Total Cost \$ TBD (Approximately \$2200.)

Account code 2000

Teacher Name: Erin Anderson Signature: Erin Anderson

Teacher Name: _____ Signature: _____

Approve

Deny

Principal Name: Mike Miller Signature: Michael Miller

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

A public hearing was advertised and held on July 24, 2019 for public comment on the 2019-2020 school year draft budget.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Resolution 854-08-28-19 Budget Adoption for the 2019-2020 school year.

Report prepared by:
Dr. Melissa Beard, Chief of Finance and Operations

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

**Resolution 854-08-28-19
BUDGET ADOPTION 2019-2020 SCHOOL YEAR**

WHEREAS, WAC 392-123-054 requires that the Board of Directors of every school district meet for the purpose of adopting the budget of the district for the ensuing fiscal year, and

WHEREAS, the Board of Directors execute a resolution as part of the this budget for the operating transfer from General Fund to the Capital Projects Fund in the amount of \$100,000, and

WHEREAS, the Board of directors execute a resolution as part of this budget for setting the excess levies for the calendar year 2020, as follows:

A. Educational Programs & Operations	\$5,475,000
B. Debt Service Fund	\$8,100,000

THEREFORE, BE IT RESOLVED the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, has determined that the final appropriation level of expenditures for each fund in fiscal 2019-2020 will be as follows:

A. General Fund	\$43,661,008
B. Capital Projects Fund	\$ 860,000
C. Debt Service Fund	\$ 7,502,500
D. Associated Student Body Fund	\$ 1,070,787
E. Transportation Vehicle Fund	\$ 10,000

Approved by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington during a regularly scheduled meeting on the 28th day of August 2019.

BY: _____
Chair

Vice-Chair

ATTEST:

Superintendent/Secretary

Steilacoom Hist. School District (2019-2020 Budget)**ENROLLMENT AND STAFF COUNTS****A. FTE ENROLLMENT COUNTS (calculate to two decimal places)**

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
1. Kindergarten /2	240.00	240.00	240.00	245.00
2. Grade 1	240.00	240.00	240.00	245.00
3. Grade 2	246.00	240.00	240.00	245.00
4. Grade 3	235.00	246.00	240.00	245.00
5. Grade 4	260.00	235.00	246.00	245.00
6. Grade 5	224.00	260.00	235.00	246.00
7. Grade 6	261.00	224.00	260.00	235.00
8. Grade 7	240.00	261.00	224.00	260.00
9. Grade 8	253.00	240.00	261.00	224.00
10. Grade 9	229.00	253.00	240.00	261.00
11. Grade 10	289.00	229.00	253.00	240.00
12. Grade 11 (excluding Running Start)	178.00	185.00	180.00	180.00
13. Grade 12 (excluding Running Start)	130.00	150.90	179.90	167.90
14. SUBTOTAL	3,025.00	3,003.90	3,038.90	3,038.90
15. Running Start	144.00	140.00	140.00	140.00
16. Dropout Reengagement Enrollment	8.00	10.00	10.00	10.00
17. ALE Enrollment				
18. TOTAL K-12	3,177.00	3,153.90	3,188.90	3,188.90

B. STAFF COUNTS (calculate to three decimal places)

1. General Fund FTE Certificated Employees /4	210.400	212.400	212.400	212.400
2. General Fund FTE Classified Employees /4	93.448	93.448	93.448	93.448

SUMMARY OF GENERAL FUND BUDGET**REVENUES AND OTHER FINANCING SOURCES**

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
1000 Local Taxes	5,239,334	6,079,284	6,827,554	7,126,658
2000 Local Nontax Support	909,950	909,950	909,950	909,950
3000 State, General Purpose	28,564,251	28,573,050	29,290,541	29,774,574
4000 State, Special Purpose	6,243,599	6,778,035	6,863,289	6,935,294
5000 Federal, General Purpose	281,500	281,500	281,500	281,500
6000 Federal, Special Purpose	2,038,453	2,038,453	2,038,453	2,038,453
7000 Revenues from Other School Districts				
8000 Revenues from Other Entities	2,500	2,500	2,500	2,500
9000 Other Financing Sources				
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	43,279,587	44,662,772	46,213,787	47,068,929

EXPENDITURES

00 Regular Instruction	24,537,988	25,328,748	26,135,323	26,958,029
10 Federal Stimulus				
20 Special Education Instruction	5,833,090	5,949,752	6,068,747	6,190,122
30 Vocational Education Instruction	2,253,471	2,298,540	2,344,511	2,391,401
40 Skill Center Instruction				
50 and 60 Compensatory Education Instruction	1,076,705	1,098,239	1,120,204	1,142,608
70 Other Instructional Programs	517,692	528,046	538,607	549,379
80 Community Services				
90 Support Services	9,442,062	9,630,903	9,823,521	10,019,992
B. TOTAL EXPENDITURES	43,661,008	44,834,228	46,030,913	47,251,531
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/	100,000	100,000	100,000	100,000
D. OTHER FINANCING USES (G.L.535) 2/				
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-481,421	-271,456	82,874	-282,602

BEGINNING FUND BALANCE

G.L.810 Restricted for Other Items		
G.L.815 Restricted for Unequalized Deductible Revenue		
G.L.821 Restricted for Carryover of Restricted Revenues	200,000	200,000
G.L.825 Restricted for Skill Center		

G.L.828 Restricted for Carryover of Food Service Revenue

G.L.830 Restricted for Debt Service

G.L.835 Restricted for Arbitrage Rebate

G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items

G.L.845 Restricted for Self-Insurance

G.L.850 Restricted for Uninsured Risks

G.L.870 Committed to Other Purposes	25,369	25,369	25,369	25,369
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G.L.872 Committed to Economic Stabilization

G.L.875 Assigned to Contingencies

G.L.884 Assigned to Other Capital Projects

G.L.888 Assigned to Other Purposes

G.L.890 Unassigned Fund Balance	1,750,000	1,268,579	1,187,462	1,199,943
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G.L.891 Unassigned to Minimum Fund Balance Policy	2,610,000	2,610,000	2,619,660	2,690,054
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F. TOTAL BEGINNING FUND BALANCE	4,585,369	4,103,948	3,832,491	3,915,366
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ENDING FUND BALANCE

G.L.810 Restricted for Other Items

G.L.815 Restricted for Unequalized Deductible Revenue

G.L.821 Restricted for Carryover of Restricted Revenues	200,000
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G.L.825 Restricted for Skill Center

G.L.828 Restricted for Carryover of Food Service Revenue

G.L.830 Restricted for Debt Service

G.L.835 Restricted for Arbitrage Rebate

G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items

G.L.845 Restricted for Self-Insurance

G.L.850 Restricted for Uninsured Risks

G.L.870 Committed to Other Purposes	25,369	25,369	25,369	25,369
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G.L.872 Committed to Economic Stabilization

G.L.875 Assigned to Contingencies

G.L.884 Assigned to Other Capital Projects

G.L.888 Assigned to Other Purposes

G.L.890 Unassigned Fund Balance	1,268,579	987,462	999,943	645,540
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G.L.891 Unassigned to Minimum Fund Balance Policy	2,610,000	2,619,660	2,690,054	2,761,855
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H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	4,103,948	3,832,492	3,915,365	3,632,764
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SUMMARY OF ASSOCIATED STUDENT BODY FUND BUDGET

REVENUES

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
100 General Student Body	191,000	200,000	210,000	210,000
200 Athletics	169,300	231,000	241,000	251,000
300 Classes	96,100	96,100	96,100	96,100
400 Clubs	476,600	495,000	495,000	495,000
600 Private Moneys	15,700	17,000	17,000	17,000
A. TOTAL REVENUES	948,700	1,039,100	1,059,100	1,069,100

EXPENDITURES

100 General Student Body	231,326	201,326	201,326	201,326
200 Athletics	220,902	230,902	240,902	250,902
300 Classes	86,823	86,823	86,823	86,823
400 Clubs	514,768	514,768	514,768	514,768
600 Private Moneys	16,968	17,000	17,000	17,000
B. TOTAL EXPENDITURES	1,070,787	1,050,819	1,060,819	1,070,819

C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	-122,087	-11,719	-1,719	-1,719
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BEGINNING FUND BALANCE

G.L.810 Restricted for Other Items				
G.L.819 Restricted for Fund Purposes	270,217	148,130	136,411	134,692
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items				
G.L.850 Restricted for Uninsured Risks				
G.L.870 Committed to Other Purposes				
G.L.889 Assigned to Fund Purposes				
G.L.890 Unassigned Fund Balance				
D. TOTAL BEGINNING FUND BALANCE	270,217	148,130	136,411	134,692

ENDING FUND BALANCE

G.L.810 Restricted for Other Items				
G.L.819 Restricted for Fund Purposes	148,130			
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items				
G.L.850 Restricted for Uninsured Risks				
G.L.870 Committed to Other Purposes				
G.L.889 Assigned to Fund Purposes				
G.L.890 Unassigned Fund Balance				
F. TOTAL ENDING FUND BALANCE (C+D) 1/	148,130	136,411	134,692	132,973

SUMMARY OF DEBT SERVICE FUND BUDGET**REVENUES AND OTHER FINANCING SOURCES**

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
1000 Local Taxes	7,966,440	8,441,000	8,780,000	9,130,000
2000 Local Nontax Support	20,000			
3000 State, General Purpose				
5000 Federal, General Purpose				
9000 Other Financing Sources				
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	7,986,440	8,441,000	8,780,000	9,130,000

EXPENDITURES

Matured Bond Expenditures	6,000,000	6,555,000	7,385,000	7,995,000
Interest on Bonds	1,500,000	1,352,000	1,164,000	784,000
Interfund Loan Interest				
Bond Transfer Fees	2,500	2,500	2,500	2,500
Arbitrage Rebate				
UnderWriter's Fees				
B. TOTAL EXPENDITURES	7,502,500	7,909,500	8,551,500	8,781,500
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536)				
D. OTHER FINANCING USES (G.L.535)				

E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER / (UNDER)				
EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	483,940	531,500	228,500	348,500

BEGINNING FUND BALANCE

G.L.810 Restricted for Other Items				
G.L.830 Restricted for Debt Service	3,914,157	4,398,097	4,929,597	5,158,097
G.L.835 Restricted for Arbitrage Rebate				
G.L.870 Committed to Other Purposes				
G.L.889 Assigned to Fund Purposes				
G.L.890 Unassigned Fund Balance				
F. TOTAL BEGINNING FUND BALANCE	3,914,157	4,398,097	4,929,597	5,158,097

ENDING FUND BALANCE

G.L.810 Restricted for Other Items				
G.L.830 Restricted for Debt Service	4,398,097			
G.L.835 Restricted for Arbitrage Rebate				
G.L.870 Committed to Other Purposes				
G.L.889 Assigned to Fund Purposes				
G.L.890 Unassigned Fund Balance				
H. TOTAL ENDING FUND BALANCE (E+F, +OR-G)	4,398,097	4,929,597	5,158,097	5,506,597

SUMMARY OF CAPITAL PROJECTS FUND BUDGET

REVENUES AND OTHER FINANCING SOURCES

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
1000 Local Taxes				
2000 Local Nontax Support	100,000			
3000 State, General Purpose				
4000 State, Special Purpose				
5000 Federal, General Purpose				
6000 Federal, Special Purpose				
7000 Revenues from Other School Districts				
8000 Revenues from Other Entities				

9000 Other Financing Sources	100,000	100,000	100,000	100,000
A. TOTAL REVENUES AND OTHER FINANCING SOURCES	200,000	100,000	100,000	100,000
EXPENDITURES				
10 Sites	50,000	50,000	50,000	50,000
20 Buildings	800,000	100,000	100,000	100,000
30 Equipment				
40 Energy				
50 Sales and Lease Expenditures	10,000	10,000	10,000	10,000
60 Bond Issuance Expenditures				
90 Debt Expenditures				
B. TOTAL EXPENDITURES	860,000	160,000	160,000	160,000
C. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 1/				
D. OTHER FINANCING USES (G.L.535) 2/				
E. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (A-B-C-D)	-660,000	-60,000	-60,000	-60,000

BEGINNING FUND BALANCE

G.L.810 Restricted for Other Items				
G.L.825 Restricted for Skill Center				
G.L.830 Restricted for Debt Service				
G.L.835 Restricted for Arbitrage Rebate				
G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items				
G.L.850 Restricted for Uninsured Risks				
G.L.861 Restricted from Bond Proceeds				
G.L.862 Committed from Levy Proceeds				
G.L.863 Restricted from State Proceeds				
G.L.864 Restricted from Federal Proceeds				
G.L.865 Restricted from Other Proceeds				
G.L.866 Restricted from Impact Fee Proceeds	150,000	150,000	150,000	150,000
G.L.867 Restricted from Mitigation Fee Proceeds				
G.L.869 Restricted from Undistributed Proceeds				
G.L.870 Committed to Other Purposes	300,000	300,000	400,000	500,000

G.L.889 Assigned to Fund Purposes	1,550,000	890,000	730,000	570,000
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G.L.890 Unassigned Fund Balance				
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F. TOTAL BEGINNING FUND BALANCE	2,000,000	1,340,000	1,280,000	1,220,000
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ENDING FUND BALANCE

G.L.810 Restricted for Other Items				
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G.L.825 Restricted for Skill Center				
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G.L.830 Restricted for Debt Service				
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G.L.840 Nonspendable Fund Balance-Inventory & Prepaid Items				
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G.L.835 Restricted for Arbitrage Rebate				
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G.L.850 Restricted for Uninsured Risks				
--	--	--	--	--

G.L.861 Restricted from Bond Proceeds				
---------------------------------------	--	--	--	--

G.L.862 Committed from Levy Proceeds				
--------------------------------------	--	--	--	--

G.L.863 Restricted from State Proceeds				
--	--	--	--	--

G.L.864 Restricted from Federal Proceeds				
--	--	--	--	--

G.L.865 Restricted from Other Proceeds				
--	--	--	--	--

G.L.866 Restricted from Impact Fee Proceeds	150,000			
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G.L.867 Restricted from Mitigation Fee Proceeds				
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G.L.869 Restricted from Undistributed Proceeds				
--	--	--	--	--

G.L.870 Committed to Other Purposes	300,000	400,000	500,000	600,000
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G.L.889 Assigned to Fund Purposes	890,000	730,000	570,000	410,000
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G.L.890 Unassigned Fund Balance				
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H. TOTAL ENDING FUND BALANCE (E+F, +OR-G) 3/	1,340,000	1,280,000	1,220,000	1,160,000
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SUMMARY OF TRANSPORTATION VEHICLE FUND BUDGET

REVENUES AND OTHER FINANCING SOURCES

Description	2019-2020 Current	2020-2021 Forecast	2021-2022 Forecast	2022-2023 Forecast
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1100 Local Property Tax				
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1300 Sale of Tax Title Property				
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1400 Local in lieu of Taxes				
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1500 Timber Excise Tax				
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1600 | County-Administered Forests

1900 | Other Local Taxes

2200 | Sales of Goods, Supplies, and Services, Unassigned

2300 Investment Earnings	1,000	1,000	1,000	1,000
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2500 | Gifts and Donations

2600 | Fines and Damages

2700 | Rentals and Leases

2800 | Insurance Recoveries

2900 | Local Support Nontax, Unassigned

3600 | State Forests

4100 | Special Purpose-Unassigned

4300 | Other State Agencies-Unassigned

4499 Transportation Reimbursement Depreciation	7,500	7,000	7,000	7,000
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5200 | General Purposes Direct Federal Grants-Unassigned

5300 | Impact Aid, Maintenance and Operation

5400 | Federal in lieu of Taxes

5600 | Qualified Bond Interest Credit-Federal

6100 | Special Purpose-OSPI Unassigned

6200 | Direct Special Purpose Grants

6300 | Federal Grants Through Other Entities-Unassigned

8100 | Governmental Entities

8500 | NonFederal ESD

9100 | Sale of Bonds

9300 | Sale of Equipment

9400 | Compensated Loss of Fixed Assets

9500 | Long-Term Financing

A. TOTAL REVENUES, OTHER FINANCING SOURCES (less transfers)

B. 9900 TRANSFERS IN (from the General Fund)

C. TOTAL REVENUES AND OTHER FINANCING SOURCES	8,500	8,000	8,000	8,000
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EXPENDITURES

33 Transportation Equipment Purchases - formerly Act 57 Cash
Purchases/Rebuilding of Transportation Equipment

34 Transportation Equipment Major Repair - formerly Act 58 Contract Purchases/Rebuilding of Transportation Equipment	10,000	10,000	10,000	10,000
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61 Bond/Levy Issuance and/or Election

91 Principal - formerly Act 84

92 Interest 1/ - formerly Act. 83

93 Arbitrage Rebate

D. TOTAL EXPENDITURES	10,000	10,000	10,000	10,000
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E. OTHER FINANCING USES--TRANSFERS OUT (G.L.536) 2/

F. OTHER FINANCING USES (G.L.535) 3/

G. EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES (C-D-E-F)	-1,500	-2,000	-2,000	-2,000
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BEGINNING FUND BALANCE

G.L.810 Restricted for Other Items

G.L.819 Restricted for Fund Purposes	105,362	103,862	101,862	99,862
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G.L.830 Restricted for Debt Service

G.L.835 Restricted for Arbitrage Rebate

G.L.850 Restricted for Uninsured Risks

G.L.870 Committed to Other Purposes

G.L.889 Assigned to Fund Purposes

G.L.890 Unassigned Fund Balance

H. TOTAL BEGINNING FUND BALANCE	105,362	103,862	101,862	99,862
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ENDING FUND BALANCE

G.L.810 Restricted for Other Items

G.L.819 Restricted for Fund Purposes	103,862	101,862	99,862	97,862
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G.L.830 Restricted for Debt Service

G.L.835 Restricted for Arbitrage Rebate

G.L.850 Restricted for Uninsured Risks

G.L.870 Committed to Other Purposes

G.L.889 Assigned to Fund Purposes

G.L.890 Unassigned Fund Balance

J. TOTAL ENDING FUND BALANCE (G+H, +OR-I) 4/	103,862	101,862	99,862	97,862
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Comment

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

Second Reading of Board Policy 3200 Rights and Responsibilities

No changes since first reading.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 3200 Rights and Responsibilities.

Report prepared by:
Susanne Beauchaine, Executive Director for Human Resources

RIGHTS AND RESPONSIBILITIES

Each year, the superintendent will develop handbooks pertaining to student rights, conduct, and discipline, and make the handbooks available to all students, their parents, and staff. The superintendent will develop such handbooks with the participation of parents and the community. The school principal and staff will confer at least annually to develop and/or review student conduct standards and the uniform enforcement of those standards as related to the established student handbooks. They will seek to develop precise definitions for common problem behaviors and build consensus on what constitutes manifestation of those problem behaviors. The definitions will also address differences between major and minor manifestations of problem behaviors to identify those problem behaviors that teachers and other classroom staff can generally address and those problem behaviors that are so severe that an administrator needs to be involved. This work will also help district staff identify and address differences in the perception of subjective misbehaviors and reduce the effect of implicit bias.

They will also confer annually to establish criteria for determining when certificated employees must complete classes to improve classroom management skills.

All students who attend the district's schools will comply with the written policies, rules, and regulations of the schools, will pursue the required course of studies, and will submit to the authority of staff of the schools, subject to such discipline, including other forms of discipline as the school officials will determine.

Legal References: [RCW 28A.600.010](#)

[28A.600.020](#)

[28A.600.040](#)

[28A.400.110](#)

[28A.150.240](#)

[28A.405.060](#)

[WAC 392-400-225](#)

[392-168](#)

Government of schools, pupils, employees,
rules and regulations for — Due process
guarantees — Enforcement

Government of schools, pupils, employees
optimum learning atmosphere

Pupils to comply with rules & regulations

Principal to assure appropriate discipline

Basic Education Act of 1977 — Certificated
teaching and administrative staff as
accountable for class room teaching —
Scope — Responsibilities — Penalty

Course of study and regulations

Enforcement — Withholding salary
warrant for failure

School district rules defining misconduct —
Distribution of rules

Citizen Complaint Procedure for Certain
Categorical Federal Programs

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 7.24.14, 8.28.19

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

Second Reading of Board Policy 3205 Sexual Harassment of Students Prohibited

No changes since first reading.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 3205 Sexual Harassment of Students Prohibited.

Report prepared by:
Susanne Beauchaine, Executive Director for Human Resources

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees, or third parties involved in school district activities.

Under federal and state law, the term “sexual harassment” may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual’s educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

District/school staff, including employees, contractors, and agents shall not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student, and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers, and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer, and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, volunteers, and parents in the review process.

Cross References: [Board Policy 3207](#) - Prohibition of Harassment, Intimidation and Bullying
[Board Policy 3210](#) –Nondiscrimination
[Board Policy 3211](#) – Transgender Students
[Board Policy 3240](#) - Student Conduct
[Board Policy 3421](#) - Child Abuse, Neglect and Exploitation Prevention
[Board Policy 5010](#) - Nondiscrimination and Affirmative Action
[Board Policy 5011](#) – Sexual Harassment of District Employees Prohibited

Legal References: [RCW 28A.640.020](#) Regulations, guidelines to eliminate discrimination —
Scope — Sexual harassment policies
[WAC 392-190-058](#) Sexual harassment
[20 U.S.C. §§ 1681-1688](#)

Management
Resources: 2019 – March Issue
2015 – July Policy Alert
2014 - December Issue
2010 - October Issue

Adoption Date: 9.9.15

Revision Date: 8.28.19

Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Approval of 2019-20 District Focus

Strategic Focus Area

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

BACKGROUND INFORMATION

Our team has worked to make our District/ Board/Superintendent annual focus clear and recognizable for the 2019-20 year. A draft was presented to the Board at our July 24th Board meeting and is being presented tonight for approval per Board Policy 1810.

We are extremely proud of our purposeful focus on enhancing students' social-emotional skill development, as we promote and foster safe, supportive and inclusive learning environments. Our Department of Defense Education Activity Grant, Project Safe and Sound, is now in its third year. Our team has taken a comprehensive approach to promoting social and emotional development because we understand that it is not just about the skills that individuals possess, it is also about the features of the educational setting we provide, including culture and climate. Students need to know that adults care for them and genuinely believe in their potential.

This summer, our school district became the first district to be certified by Neural Education, the Institute for Connecting Neuroscience with Teaching and Learning. Over 70 of our district staff members have been trained to translate neuroscience research into accessible classroom practices. We were also recognized as a District of Distinction this summer for our intentional focus on social and emotional learning.

The **SCIENCE OF SOCIAL-EMOTIONAL LEARNING** is Steilacoom Historical School District's focus this year. Understanding the science behind why and how the brain is affected by stress, emotions, or trauma helps us develop ways to support students' mental health and well-being, which impacts both readiness to learn and long-term life outcomes. Social-emotional and cognitive development are interdependent and understanding how the brain works, what stimulates it and how to harness the connections in a positive way is important.

This clear focus for the 2019-20 school year is aligned to our district mission, vision and community values and we appreciate the Board's unwavering support in this important work.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the District Focus for the 2019-20 school year.

Report prepared by:
Dr. Kathi Weight, Superintendent

District Focus 2019–2020

We recognize the importance of enhancing students' social emotional skill development as we work to promote and foster safe, supportive and inclusive learning environments. We are committed to taking a comprehensive approach to promoting social and emotional development because it is not just about the skills that individuals possess, it is also about the features of the educational setting we provide, including culture and climate.

Social Emotional Learning (SEL) in SHSD is coordinated across the district and guided by 5 competency areas. We take a proactive systems approach to establishing the behavioral supports and social culture needed for all students to achieve social, emotional, and academic success.

SELF-MANAGEMENT: Managing emotions and behaviors to achieve one's goals

SOCIAL-AWARENESS: Showing understanding and empathy for others

SELF-AWARENESS: Recognizing one's emotions and values as well as one's strengths and challenges

RESPONSIBLE DECISION-MAKING: Making ethical, constructive choices about personal and social behavior

RELATIONSHIP SKILLS: Forming positive relationships, working in teams, and dealing effectively with conflict



Research in human development, cognitive and behavioral neuroscience, and educational policy and practice has shown:

- Social emotional development is central to learning and thoughtful programming leads to improvements in mental health, social skills, and academic achievement.
- Intrapersonal, interpersonal, and decision-making skills are key to children's readiness to learn, persist, collaborate, and make good choices.
- Social emotional learning, when implemented well and embedded in schools, can be the foundation for all learning and interaction.
- Social emotional and cognitive development are interdependent.
- As children experience social and emotional learning, the plasticity of the brain builds new neural networks, which enable them to manage their emotional responses and engage their frontal cortex in rational decision-making.
- A young person's repeated experiences in school have the opportunity to be a powerful influence for the re-wiring of neural pathways necessary for habits to be built and sustained.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 08/28/2019

Strategic Focus Area

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

BACKGROUND INFORMATION

Resolution 855-08-28-19 Certification of 2020 Excess Property Taxes

This resolution certifies the amount of excess property taxes to be collected in 2020 for the District's General and Debt Service Funds. If the formula used to determine collections produces an amount less than what the voters approved, the county will only collect what is allowable.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to adopt Resolution 855-08-28-19.

Report prepared by:
Dr. Melissa Beard, Chief of Finance and Operations

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

Resolution 855-08-28-19

CERTIFICATION OF 2020 EXCESS PROPERTY TAXES

A RESOLUTION of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, certifying to the County Commissioners of Pierce County, Washington and the Superintendent of Puget Sound Educational Service District, the amount of excess property taxes to be levied in year 2019 and collected in year 2020 for the District's General Fund, and Debt Service Fund; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, as follows:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Steilacoom Historical School District No. 1, Pierce County, Washington (the "District") takes note of the following facts and makes the following findings and determinations:

By Resolution No. 854-08-28-19, the Board adopted a budget for Fiscal Year 2019-20 (the "2019-20 Budget") that included certified General Fund educational programs and operation excess property taxes in the amount of \$5,475,000 to be levied in 2019 and collected in 2020.

The 2019-20 Budget included certified Debt Service Fund excess property taxes to pay debt service on all of the District's outstanding unlimited tax general obligation bonds in the amount of \$8,100,000 to be levied in 2019 and collected in 2020.

Section 2. Certification of General Fund Excess Property Tax Levy; Assessor Authorization. Pursuant to RCW 84.52.020, the Board certifies to the Board of County Commissioners of Pierce County, Washington and the Superintendent of Puget Sound ESD, an excess property tax levy in the amount of \$5,475,000 to be levied in calendar year 2019 and collected in calendar year 2020 for the District's General Fund. It is expected that a \$2,500 per pupil school district will not need to have the County Assessor(s) reduce the collection amount because the collection amount should be known by the time this resolution is adopted. The Assessor of Pierce County, Washington is authorized and directed, without further Board action, to reduce the General Fund excess property tax levy amount to be extended upon the tax rolls and collected in calendar year 2020 to be consistent with the limitation imposed by RCW 84.52.0531.

Section 3. Certification of Debt Service Fund Excess Property Tax Levy. Pursuant to RCW 84.52.020, the Board certifies to the Board of County Commissioners of Pierce County, Washington and the Superintendent of Puget Sound ESD, an excess property tax levy in the amount of \$8,100,000 to be levied in calendar year 2019 and collected in calendar year 2020 for the District's Debt Service Fund.

Section 4. General Authorization and Ratification. The Secretary to the Board, the Chair of the Board, the District's Chief of Finance and Operations and other appropriate officers of the District are authorized to take all other actions and execute all other documents necessary to effectuate the provisions of this resolution, and all prior actions taken in furtherance of and not inconsistent with the provisions of this resolution are ratified and confirmed in all respects.

Section 5. Effective Date. This resolution takes effect from and after its adoption.

ADOPTED by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington at a special open public meeting thereof, of which due notice was given as required by law, held this 28th day of August 2019, the following Directors being present and voting in favor of the resolution.

BY: _____
Chair

Vice-Chair

ATTEST:

Superintendent/Secretary

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

The District owns 5.34 acres on International Place in DuPont that could only be used for a bus or maintenance facility as it is not large enough to support a school. Adopting this resolution would allow staff to sell the property. Not adopting this resolution keeps the property as part of the District holdings and nothing changes.

Report prepared by:
Dr. Melissa Beard, Chief of Finance and Operations

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

Resolution No. 856-08-28-19

A RESOLUTION of the Board of Directors of the Steilacoom Historical School District No. 1 to surplus certain District-owned property located in the City of DuPont, Pierce County, Washington, consisting of approximately 5.34 acres, having a tax parcel identification number of 3000390282, and legally described on Exhibit A attached hereto (the "Property"), and to authorize the District to proceed under RCW 28A.335.120 regarding the disposition of the Property.

WHEREAS, the Board of Directors has the statutory responsibility to find property surplus or not, and the authority to dispose of property that it determines is no longer required for school purposes; and

WHEREAS, the Board of Directors upon review of current information and future planning needs has determined that the Property is no longer required for school purposes; and

WHEREAS, the Board of Directors desires to commence the process to consider sale of all or a portion of the Property.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Steilacoom Historical School District No. 1 does hereby declare that the Property is no longer needed for school purposes and that the Property is surplus; and

BE IT FURTHER RESOLVED THAT, having declared the Property as surplus, the Board of Directors of the Steilacoom Historical School District No. 1 does hereby authorize the District to publish notices, hold a public hearing, and take such other actions as are required under RCW 28A.335.120 and Board Policy 6882 regarding the disposition of the Property.

ADOPTED by the Board of Directors of the Steilacoom Historical School District No. 1 at its regular meeting on August 28, 2019.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BY: _____
Chair

Vice-Chair

ATTEST

_____, Secretary

Exhibit A

Legal Description of the Property

Section 24 Township 19 Range 01 Quarter 34 Plat NORTHWEST LANDING IND PARK DIV 1 L 2 OF DBLR 2007-03-21-5009 DESC AS FOLL PORS OF LOTS A, B, C, D & E OF BLA 2002-10-24-5003 LY WLY OF FOLL DESC LI BEG AT SW COR SD LOT A TH S 88 DEG 50 MIN 38 SEC E 100 FT TO POB OF SD LI TH N 01 DEG 09 MIN 22 SEC E 295.75 FT TO PT WHICH INTER NLY LI SD LOT A AT CURV # 5 AS SHOWN ON BLA 2002-10-24-5003 & TERMINUS OF THIS LI TOG/W & SUBJ TO EASE RESTR & RESERV OF REC OUT OF 027-1, 028-1, 029-1, 030-1 & 031-1 SEG 2007-0844BL 04-13-07BL

Situate in the City of DuPont, County of Pierce, State of Washington

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 8/28/19

Strategic Focus Area

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

BACKGROUND INFORMATION

POLICY 2410 High School Graduation Requirements

- Drops requirement to pass assessments and rephrases the reference to the high school and beyond plan.
- Clarifies College and Career Readiness to mean completing the high school and beyond plan and meeting requirements of at least one graduation pathway outlined in the procedure.
- Action steps taken by the school district will include meeting with Pioneer and SHS to review requirements vs printed material given to parents and students.

RECOMMENDED ACTION:

It is recommended that the board move the policy revision to a second reading.

Report prepared by: Paul Harvey, Executive Director for Teaching and Learning

HIGH SCHOOL GRADUATION REQUIREMENTS

The board will establish graduation requirements, which at a minimum satisfy those established by the State Board of Education. The board will approve additional graduation requirements as recommended by the superintendent or designee. Graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction that may be pursued.

I. REQUIREMENTS FOR GRADUATING

Each student must meet the following requirements to graduate from high school: (1) complete the credit requirements specified in the procedure accompanying this policy; ~~(2) pass the necessary state assessments or a state approved alternative assessment; and (3) complete a high school and beyond plan.~~ Demonstrate career and college readiness by completing a high school and beyond plan; and (3) meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.

II. IMPLEMENTATION

The superintendent or designee will develop procedures for implementing this policy according to applicable state law.

Cross References: [2418 - Waiver of High School Graduation Credits](#)
[3520 - Student Fees, Fines, or Charges](#)
[3241 - Classroom Management, Discipline and Corrective Action](#)
[3110 - Qualification of Attendance and Placement](#)

Legal References: [Laws of 2019, ch. 252, 201 Graduation pathway options for the graduating class of 2020 and subsequent classes](#)
[RCW 28A.155.045 Certificate of individual achievement](#)

[RCW 28A.230.090 High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies](#)

[RCW 28A.230.097 Career and technical high school course equivalencies](#)
[RCW 28A.230.120 High school diplomas — Issuance — Option to receive final transcripts — Notice](#)
[RCW 28A.230.122 International baccalaureate diplomas](#)
[RCW 28A.600.300-400 Running Start Program](#)

[RCW 28A.635.060 Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected](#)

[Chapter 180-51 WAC High School Graduation Requirements](#)

[WAC 392-121-182 Alternative learning experience requirements](#)

[Chapter 392-169 WAC Special Service Programs – Running Start Program](#)

[Chapter 392-348 WAC Secondary Education](#)

[Chapter 392-410 WAC Courses of Study and Equivalencies](#)

[WAC 392-410-350 Seal of Biliteracy](#)

[WAC 392-415-070 Mandatory high school transcript contents – Items -- Timelines](#)

~~Laws of 2018, ch. 127, § 2 Civics Education~~

Management
Resources:

2018 - May Issue

2017 – October Issue

2015 - October Issue

2014 - December Issue

2013 - September Issue

2012 - April Issue

2011 - October Issue

2010 - June Issue

2009 - April Issue

2009 - February Issue

Policy News, August 2007 Graduation Requirements Modified by Legislature

Policy News, October 2004 Graduation Requirements: High School and Beyond Plans

Policy News, February 2004 High School Graduation Requirements

Policy News, December 2000 2004 High School Graduation Requirements Adopted

Policy News, April 1999 Variations Complicate College Credit Equivalencies

Adoption Date: **2.27.08**

Steilacoom Historical School District No. 1

Reviewed: **6.5.18**

Revised: **12.00; 02.04; 10.04; 12.04; 08.07; 02.09; 04.09; 06.10; 10.11; 06.12; 09.13; 12.14;
6.10.15; 12.13.17**

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

Board Policy 3240 Student Conduct Expectations and Reasonable Sanctions

WSSDA has revised, renamed and reclassified Model Policy and Procedure 3241 – Student Discipline. As part of the development, Policy 3240 was reviewed and it was noted that it was not necessary as any essential portions are now included in Policy 3241.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to delete this policy.

Report prepared by:
Susanne Beauchaine, Executive Director for Human Resources

~~STUDENT CONDUCT EXPECTATIONS AND REASONABLE SANCTIONS~~

~~The board acknowledges that conduct and behavior is closely associated with learning. An effective instructional program requires a wholesome and orderly school environment. The board requires that each student adhere to the rules of conduct and submit to corrective action taken as a result of conduct violations. The rules of conduct are applicable during the school day as well as during any school activity conducted on or off campus. Special rules are also applicable while riding on a school bus.~~

~~Students are expected to:~~

- ~~A. Respect the rights, person and property of others;~~
- ~~B. Pursue the required course of study;~~
- ~~C. Preserve the degree of order necessary for a positive climate for learning;~~
- ~~D. Comply with district rules and regulations; and~~
- ~~E. Submit to the authority of staff and reasonable discipline imposed by school employees and respond accordingly.~~

~~The Board also recognizes that schools must take reasonable steps so that students who fail to adhere to the district's rules and regulations and who receive discipline for such misconduct remain engaged or are effectively reengaged in their educational program.~~

~~The superintendent will develop written rules of conduct which will carry out the intent of the board and establish procedures necessary to implement this policy.~~

~~Cross References: Board Policy 6605 Student Safety Walking to School and Riding Buses
3241 Classroom Management, Corrective Actions~~

~~Legal References: RCW 4.24.190 Action against parent for wilful injury to property by minor Monetary limitation Common law liability preserved
9A.16.020 Use of force when lawful
9.41 Firearms and dangerous weapons
9.91.160 Personal protection spray devices
28A.210.310 Prohibition on use of tobacco products on school property
28A.320.128 Notice and disclosure policies Threats of Violence Student conduct Immunity for good faith notice Penalty
28A.400.110 Principal to assure appropriate student discipline Building discipline standards Classes to improve classroom management skills~~

28A.600.015	Rules incorporating due process guarantees of pupils with regard to expulsions and suspensions
28A.600.020	Exclusion of student from classroom — Written disciplinary procedures necessary to implement this policy. — Long term suspension or expulsion
28A.600.022	Suspended or expelled students — Reengagement plan
28A.600.040	Pupils to comply with rules & regulations
28A.635.060	Defacing or injuring school property — Liability of pupil, parent or guardian
WAC 392 400 205	Definitions
392 400 210	Student responsibilities and duties
392 400 215	Student rights
392 400 225	School district rules defining misconduct — Distribution of rules
392 400 226	School district rules defining harassment, intimidation and bullying prevention policies and procedures — Distribution of rules
392 400 227	School district rules defining students' religious rights
392 400 233	Unexcused absences and tardiness
Management Resources:	2016 — July Issue
	2014 — August Issue
	2013 — September Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 7.24.14; 9.28.16

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: August 28, 2019

Strategic Focus Area

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

BACKGROUND INFORMATION

Board Policy 3241 Student Discipline

OSPI adopted final student discipline rules in July 2018, with portions of the rules taking effect in the 2018-2019 school year and portions taking effect with the 2019-2020 school year. As required by law, WSSDA has issued a model policy for 3241, which provides for the following changes:

- Change of title to “Student Discipline.”
- Clarification of the new definition of “Discipline.”
- Identifying “other forms of discipline” other than exclusion from class for staff to consider.
- Notification and appeal requirements for classroom exclusions.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move this policy to second reading.

Report prepared by:
Susanne Beauchaine, Executive Director for Human Resources

CLASSROOM MANAGEMENT, DISCIPLINE AND CORRECTIVE ACTION STUDENT DISCIPLINE

Rules of student conduct are essential for maintaining a safe and supporting learning environment for all students. A student's refusal to comply with written rules and regulations established for the governing of the school will constitute ~~sufficient~~ cause for disciplinary action.

"Discipline" means any action taken by the school district in response to behavioral violations. Discipline is not necessarily punitive, but can take positive and supportive forms. The purposes of this policy and accompanying procedure include:

- Providing a safe environment for all students and for district employees
- Providing every student with the opportunity to achieve personal and academic success
- Ensuring fairness, equity, and due process in the administration of discipline
- Engaging with families and the community and striving to understand and be responsive to cultural context
- Supporting students in meeting behavioral expectations, including providing for early involvement of parents
- Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible
- Providing educational services that students need during suspension and expulsion
- Facilitating collaboration between school personnel, students, and parents, and thereby supporting successful reentry into the classroom following a suspension or expulsion

Minimizing exclusion, engaging with families, and supporting students

Unless a student's presence poses an immediate and continuing danger to others or an immediate and continuing threat to the educational process, staff members must first attempt one or more forms of other forms of discipline to support students in meeting behavioral expectations before imposing classroom exclusion, short-term suspension, or in-school suspension. Before imposing a long-term suspension or expulsion, the district must first consider other forms of discipline.

These other forms of discipline may involve the use of best practices and strategies included in the state menu for behavior developed under RCW 28A.165.035. The accompanying procedure will identify a list of other forms of discipline for staff use. However, staff members are not restricted to that list and may use any other form of discipline compliant with WAC 392-400-025(9).

Staff Authority

Staff are responsible for supervising student behavior, employing effective classroom management methods, and enforcing the rules of student conduct in a fair, consistent, and non-discriminatory manner. Disciplinary action must be reasonable, culturally responsive, and necessary under the circumstances, while reflecting the district's priority to maintain a safe and positive learning environment for all students and staff. The district will administer disciplinary action in a way that responds to the needs and strengths of students, supports students in meeting behavioral expectations, and keeps them within the classroom to the maximum extent possible.

~~When administering discipline under this policy and the related procedure, district staff must not:~~

- ~~• Unlawfully discriminate against a student on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal;~~
- ~~• Deprive a student of constitutional rights to freedom of speech, press, peaceable assembly, petition the government and its representatives for a redress of grievances, free exercise of religion, free from sectarian control or influence, subject to reasonable time, place, and manner limitations on exercising such rights;~~
- ~~• Deprive a student of the constitutional right to be secure in the person, papers, and effects against unreasonable searches and seizures;~~
- ~~• Unlawfully interfere in a student's pursuit of an education while in the custody of the school district; or~~

~~Deprive a student of the right to an equal educational opportunity, in whole or in part, without due process of law.~~ **Ensuring fairness, providing notice, and an opportunity for a hearing**

When administering discipline, the district will observe all of the student's constitutional rights. The district will notify parents as soon as reasonably possible about classroom exclusion and before administering any suspension or expulsion. The district must ensure that associated notices, hearings, conferences, meetings, plans, proceedings, agreements, petitions, and decisions are in a language the student and parents understand; this may require language assistance.

In order to preserve a beneficial learning environment for all students and to maintain good order and discipline in each classroom, the superintendent or his/her designee will develop written procedures for administering discipline at each school within the District. The procedures will be developed with the participation of school personnel, students, parents/guardians, and the community. The procedures will:

- Provide for early involvement of parents in efforts to support students in meeting behavioral expectations.
- Provide that the teacher, principal or designee, and other school authorities will make every reasonable attempt to involve parents/guardians and the student in the resolution of behavioral violations for which discipline may be administered.
- Provide that no form of discipline will be administered in such a manner as to prevent a student from completing subject, grade-level, or graduation requirements.

The district will distribute its discipline policy and procedure to students, their parents/guardians, and the community on an annual basis. ~~The district will provide students and/or their parents/guardians with all required substantive and procedural due process concerning grievances, hearings, and/or appeals of corrective action.~~ The district will ensure that it provides such information with language assistance for students and parents with limited-English profi-

ciency under Title VI of the Civil Rights Act of 1964. ~~The district will also strive to provide trainings regarding policies and procedures related to student discipline for appropriate school and district staff whose duties require them to interact with students and enforce or implement components of student discipline.—The school district will ensure district employees and contractors are knowledgeable of the discipline policies and procedures.~~

The district will assist long-term suspended and expelled students in returning to school as soon as possible by providing them with a reengagement plan tailored to the student's individual circumstances, including consideration of the incident that led to the student's long-term suspension or expulsion.

~~The District, however, may preclude a student from returning to the student's regular educational setting following the end date of a suspension or expulsion for the purpose of protecting victims of certain offenses, as follows:~~

- ~~• A student committing an offense under RCW 28A.600.460 (2), when the activity is directed toward the teacher, will not be assigned to that teacher's classroom for the duration of the student's attendance at that school or any other school where the teacher is assigned; and~~
- ~~• A student who commits an offense under RCW 28A.600.460 (3), when directed toward another student, may be removed from the classroom of the victim for the duration of the student's attendance at that school or any other school where the victim is enrolled.~~

The district will annually collect and review data on disciplinary actions taken against students within each school. The data will be disaggregated into subgroups as required by [RCW 28A.300.042](#) and will include students protected by the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973. The review ~~must~~ will include classroom exclusions, short-term suspensions, long-term suspensions, and expulsions. In reviewing the data, the district will determine whether it has disciplined a substantially disproportionate number of students within any of the disaggregated categories. If the district finds disproportionality, the district will take action to ensure that it is not the result of discrimination.

In consultation with school district staff, students, families, and the community, the district will periodically review and update this policy and its accompanying procedure.

Cross References: [2121 - Substance Abuse Program](#)
[2161 - Special Education and Related Services for Eligible Students](#)
[2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973](#)
[3122 - Excused and Unexcused Absences](#)
[3210 - Nondiscrimination](#)
[3240 - Student Conduct Expectations and Reasonable Sanctions](#)
[3244 - Prohibition of Corporal Punishment](#)

[3520 - Student Fees, Fines, or Charges](#)

[4210 - Regulation of Dangerous Weapons on School Premises](#)

[4218 - Language Access Plan](#)

Legal References:

[RCW 9A.16.100 Use of force on children — Policy — Actions presumed unreasonable](#)

[RCW 9A.16.280 Possessing dangerous weapons on school facilities — Penalty — Exceptions](#)

[RCW 28A.150.240 Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty](#)

[Chapter 28A.225, RCW Compulsory school attendance and admission](#)

[Chapter 28A.320, RCW Provisions applicable to all districts](#)

[RCW 28A.400.100 Principals and vice principals — Employment of — Qualifications — Duties](#)

[RCW 28A.400.110 Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills](#)

[Chapter 28A.600 RCW, Students](#)

[WAC 392-190-048 Access to course offerings – Student discipline](#)

[Chapter 392-400, WAC Pupils](#)

[34 CFR Part 100.3 Regulations implementing Civil Rights Act of 1964](#)

[42 U.S.C. 2000d et seq. Civil Rights Act of 1964](#)

Management Resources:

2018 - August Issue

2016 - July Issue

2014 - December Issue

2014 - August Issue

2010 - June Issue

-Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised : 6.24.10; 10.26.11; 12.10.14; 9.28.16; 12.12.18