



Regular Meeting Agenda

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

STUDY SESSION: The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

12/13/2017 07:00 PM

I. CALL TO ORDER

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

II. COMMENTS FROM THE AUDIENCE

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. PRESENTATION

- a. **Pioneer Middle School Band** (Presentation)
Presenter: Jenessa Stout
- b. **DuPont Lions Thank You** (Presentation)
Presenter: Nancy McClure

IV. REPORTS

- a. **Fall Sports Review** (Information)
Presenter: Jake Tyrrell and John Nystrom
[SHSD Fall Athletic Report.pdf \(p. 4\)](#)
- b. **End of Year Financial Report** (Information)
Presenter: Jim Brittain
[2016-2017 Year End Report.pdf \(p. 8\)](#)

V. RECOGNITION OF DON DENNING

VI. RECEPTION

VII. Swearing in of Director Position 1, Jennifer McDonald (Action)

VIII. Swearing in of Director Position 2, Jason Pierce (Action)

IX. Swearing in of Director Position 3, Bob Forbes (Action)

X. CONSENT AGENDA

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

[Approval of Financial Reports 11.30.17.pdf \(p. 21\)](#)

[Approval of November and December 2017 Accounts Payable and November 2017 Payroll.pdf \(p. 34\)](#)

[Approval of 11.8.17 Regular Meeting Minutes.pdf \(p. 35\)](#)

[Approval of 12.4.17 Special Meeting Minutes .pdf \(p. 38\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 39\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 40\)](#)

[Approval of Classified Personnel Report.pdf \(p. 41\)](#)

[Approval of Pioneer Middle School Choir Trip.pdf \(p. 42\)](#)

[Approval of District Technology Surplus.pdf \(p. 44\)](#)

XI. OLD BUSINESS

a. Approval of 2017-2023 Capital Facilities Plan (Action)

Presenter: Kathi Weight

[Capital Facilities Plan 2017-2023 Approval.pdf \(p. 45\)](#)

b. Second Reading of Policy 2410 Graduation Requirements (Action)

Presenter: Paul Harvey

[Second Reading of Policy 2410.pdf \(p. 81\)](#)

XII. NEW BUSINESS

a. Election of Board Officers (Action)

Presenter: Kathi Weight

b. Election of Legislative Representative (Action)

c. Approval of Purchase of Chromebooks (Action)

Presenter: Jim Brittain

[Chromebook CARTS Purchase Approval.pdf \(p. 84\)](#)

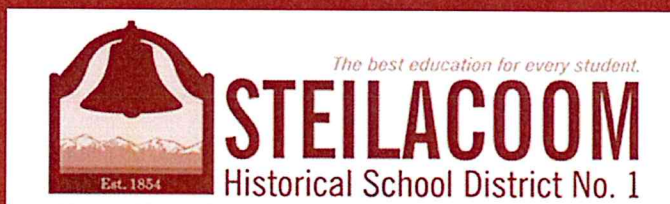
d. First Reading of Policy 5406 Leave Sharing (Action)

Presenter: Paul Harvey

[First Reading of Policy 5406.pdf \(p. 86\)](#)

XIII. COMMENTS FROM THE AUDIENCE	(Information)
<p>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.</p>	
XIV. BOARD COMMUNICATION	(Information)
XV. ANNOUNCEMENTS	(Information)
XVI. ADJOURNMENT	(Action)

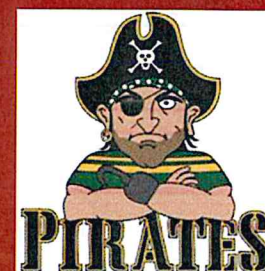
SHSD Athletics



2017 Fall Sports Wrap-Up

Pioneer Pirates

Football & Fastpitch



Student Leaders

Football: Cole Miller, James Curry, Willis Dewayne

Fastpitch: Katie Reger, Reese Prater, Dana Lang

Season(s) in Review

Football: 3 wins & 3 losses. Started slow, but finished strong!

Fastpitch: Outstanding kids who worked hard. Both JV and varsity had a winning record!



Steilacoom Sentinels.

Another elite performance.



Quick Stats

Winning Percentage: 84%

Ejections: Zero

Academic Suspensions:
Zero



Boys At a Glance

Four teams, four championships.

- **Football**
9-3, League Champs! State! (Quarterfinals)
- **Golf**
10-1, Sound Champs. State! (Individual)
- **Tennis**
12-0, Sound Champs. State! (Doubles)
- **Cross Country**
7-0, League Champs! State! (Team 8th)



Girls At a Glance

Post-Season appearances, for all!

- **Golf**
6-5, State! (Individual)
- **Soccer**
9-2, 2nd in Sound. District!
- **Swim & Dive**
12-1, 2nd in League. State! (Team 5th)
- **Volleyball**
10-4, 2nd in Sound. District!
- **Cross Country**
7-0, Sound Champs! State! (Team 15th)



Elite Athletes.

2017 Fall First-Team All-League Awards

Soccer - Tatayne Johnson (12), Sophie Crawford (12), Whitley Prater (11).

Volleyball - Saisha Morales (10), Caty Neeser (12).

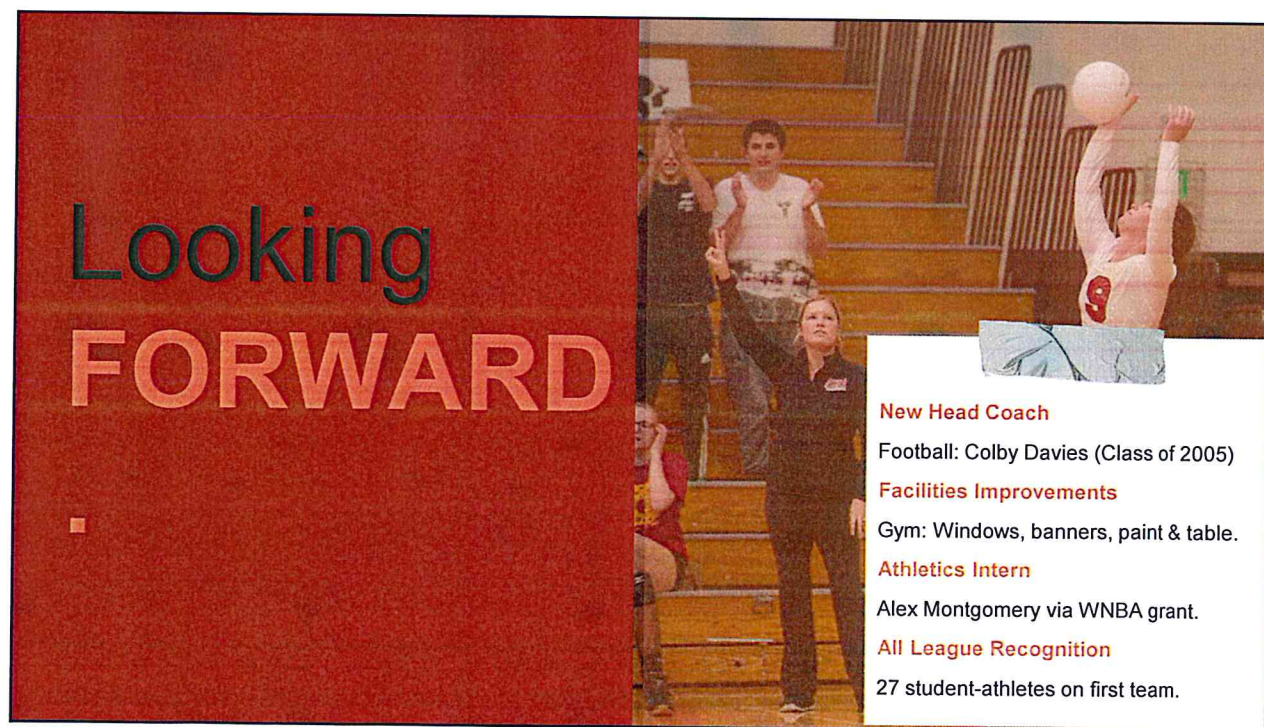
Swim & Dive - Julie Burlingame (DOTY, 10), Emily Forbes (10), Rachel Forbes (12), Megan Murphy (10).

Cross Country - Abigail Hubbard (12), Alexandra Potter (11), Zach Koivisto (AOTY, 12), Broghan Zimmerman (12), Josiah Nobles (10), Landon Flake (10), Alex Brady (11), Ryan Sandvik (12).

Football - JJ Lemming (MVP, 11), Parker Danielson (12), TJ Page (12), Emeka Egbuka (9), Nate Maassen (12), Jaymason Willingham (11), Bryan Trambulo (12).

Tennis - Dylan Toomey (POTY, 12), Nathaniel Lange (9), Noah Durliat (12).

Coach of the Year - Ernie Manning, Tennis. Jennie Lange, Cross Country. Kathy Casey, Swim & Dive.



Looking FORWARD

New Head Coach
Football: Colby Davies (Class of 2005)

Facilities Improvements
Gym: Windows, banners, paint & table.

Athletics Intern
Alex Montgomery via WNBA grant.

All League Recognition
27 student-athletes on first team.

Steilacoom Historical School District

2016-2017 Year-End Financial Report

Jim Britain
Chief of Finance and Operations

General Fund Overall Summary

	<u>Budget</u>	<u>Year End</u>	<u>Variance</u>	<u>Variance</u>
Revenues & Other Financing Sources	36,832,885	35,304,292	(1,528,593)	-4.15%
Expenditures & Other Financing Uses	38,138,850	36,006,154	(2,132,696)	-5.59%
Excess Revenues/Other Financing Sources Over (under) Expend & Other Financing Uses	(1,305,965)	(701,862)		
Final Ending Fund Balances:	<u>Beginning</u>	<u>Ending</u>	<u>Variance</u>	
Committed for Other Purposes	Balance	Balance		
	525,438	25,369	-500,069	
Restricted for Carryover	0	19,954	19,954	
Unassigned Fund Balance	2,908,311	2,556,564	-351,747	
Unassigned Minimum Fund Balance	1,855,000	1,985,000	130,000	
Fund Balance	5,288,749	4,586,887	-701,862	

General Fund – Fund Balance

❖ Ending Fund Balance 2015-2016	\$5,288,748	15.26%
❖ Ending Fund Balance 2016-2017	\$4,586,887	12.96%

Note - Fund balance % is determined by dividing the total fund balance into current year expenses. The fund balance % was impacted by the increase in total expenditures for 2016-2017 and the \$600,000 transfer to Capital Projects Fund

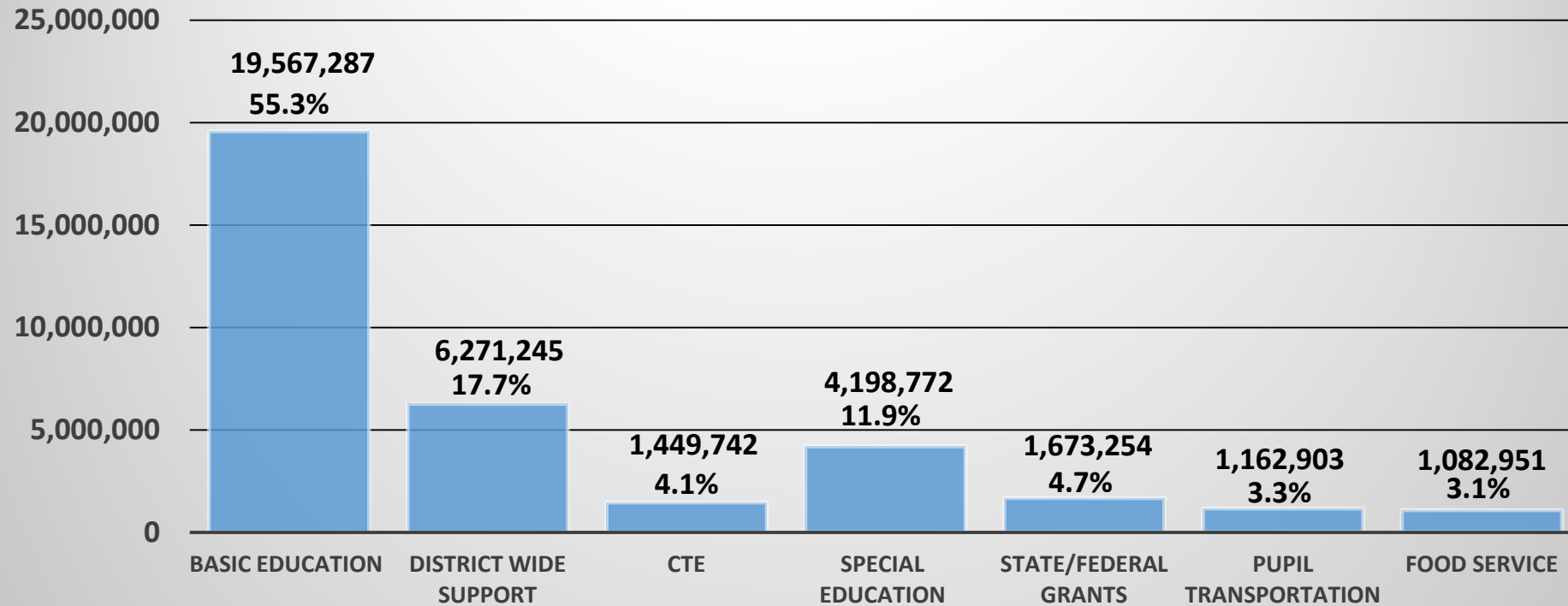
General Fund Revenues By Sources

Revenue Sources	Budget	Actual	Difference	Variance %
Local Taxes	7,168,838	7,284,146	(115,308)	1.6%
Local Support Non-tax	979,250	722,493	256,757	-26.2%
State, General Purpose	20,359,411	20,385,026	(25,615)	0.1%
State, Special Purpose	5,589,815	4,493,591	1,096,224	-19.6%
Federal, General Purpose	427,155	425,394	1,761	-0.4%
Federal, Special Purpose	2,285,054	1,972,138	312,916	-13.7%
Other Agencies	21,500	18,748	2,752	-12.8%
Other Financing Sources	1,862	2,756	(894)	48.0%
Total Revenues	36,832,885	35,304,292	1,528,593	-4.2%

General Fund Expenditures

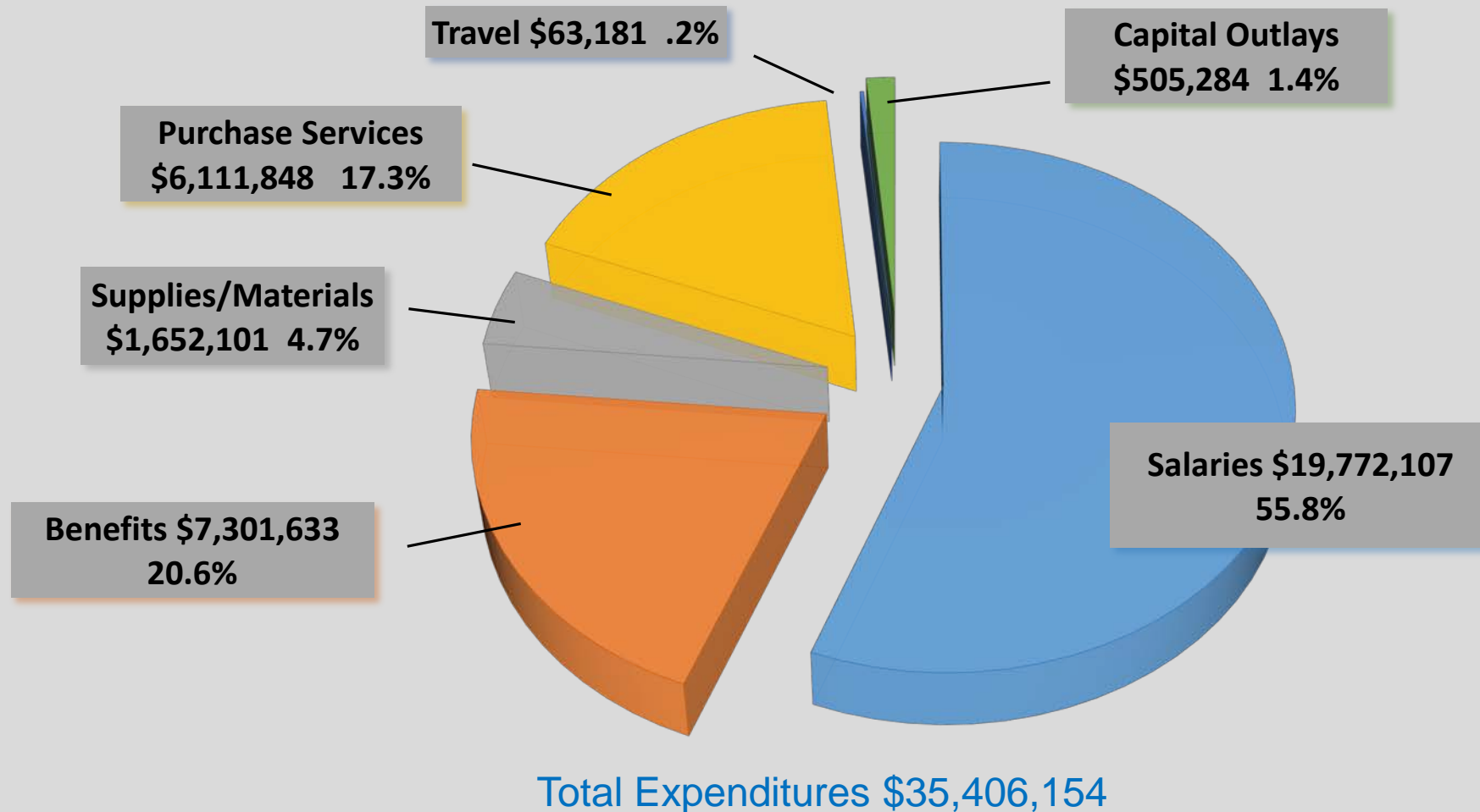
Expenditures	Budget	Actual	Variance	Variance %
Regular Instruction	20,386,948	19,565,004	821,944	-4.0%
Special Ed Instruction	4,401,007	4,198,772	202,235	-4.6%
Voc. Ed Instruction	1,497,807	1,449,742	48,065	-3.2%
Compensatory Ed Instruction	1,552,166	1,362,158	190,008	-12.2%
Other Instructional Programs	1,102,380	313,299	789,081	-71.6%
Support Services	9,198,542	8,517,179	681,363	-7.4%
Sub-Total Expenditures	36,832,885	35,406,154	1,426,731	-3.9%
Other Financing Uses		600,000		
Total Expenditures/Uses		36,006,154		

Expenditures By Program



Total Expenditures \$35,406,154

Expenditures By Object



Transportation and Food Service

Transportation

- ❑ **Total Students Transported = 3,174 Per Day
To and From (Basic Ed and SPED)**
- ❑ **Total Mileage Per Day = 1,867 to and from**
- ❑ **Total Direct Expenditures = \$ 1,162,909**
- ❑ **Total Direct Revenue = \$1,160,801**
- ❑ **Activity Buses/Extra-Curricular/Field Trips = \$81,700**
- ❑ **Fuel Costs:**
 - **2017 = \$ 90,052 – All Western State**
 - **2016 = \$ 85,394 – All Western State**
 - **2015 = \$117,324 – Half a year with Western State**
 - **2014 = \$182,143 – No Western State**

Food Service

- ❑ **Total Meals Served = 317,136**
- ❑ **Total Revenue = \$1,016,879**
- ❑ **Total Expenditures = \$1,082,951**
- ❑ **Capital Outlays = \$90,353**
 - **New Dishwashers – Cherrydale, Chloe Clark and Saltar's Point**

Other District Funds:

Capital Projects

Debt Service

ASB

Transportation

Capital Projects

Fund is used to make significant capital improvements to our facilities or new construction within the district.

Beginning Fund Balance	\$1,291,720
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Revenues	\$ 730,846
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Expenditures	<u>(\$141,051)</u>
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Ending Fund Balance	\$1,881,516
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Restricted for Impact Fees	\$ 245,269
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Restricted for Turf Field	\$ 100,000
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Assigned for Fund Purpose	\$1,535,887
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Debt Service Fund

Fund is used to pay principal and interest on outstanding bonds. There is a principal and interest payment in December and an interest payment in June.

Beginning Fund Balance	\$2,955,195
Revenues	\$6,518,504
Expenditures	<u>(\$6,263,253)</u>
Ending Fund Balance	\$3,210,446

Principal – \$4,130,000 / Interest – \$2,132,700

As of August 31, 2017

Bond Principal Outstanding \$46,960,000 – Interest \$9,189,850

12/1/2023 Final Principal and Interest payments of \$8,695,000 and \$217,375

ASB Fund

ASB funds are for the extracurricular activities for students. The decision-making process by the students is an integral part of Associated Student Body Government.

Beginning Fund Balance	\$310,234
Revenues	\$456,086
Expenditures	<u>(\$484,036)</u>
Ending Fund Balance	\$282,284

Building Ending Fund Balances

Anderson Island \$575	Cherrydale \$8,238	Chloe Clark \$6,716
Saltar's Point \$5,886	Pioneer Middle \$69,438	Steilacoom High \$191,431

Transportation Vehicle Fund

The transportation fund is to replace buses the district owns. Revenue is received from the State (annual depreciation of district buses) and investment interest earned from Pierce County.

Beginning Fund Balance	\$67,640
Revenues	\$16,216
Expenditures	<u>\$ 0.00</u>
Ending Fund Balance	\$83,856

Steilacoom Historical School District No. 1
Financial Report - November 30, 2017
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of November 30, 2017 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/Year-End Projection/YTD Actual:

	Annual Budget	Year-end Projection	Projected Variance	Projected Variance	YTD Actual
Revenues & Other Financing Sources	39,338,127	38,838,127	(500,000)	-1.27%	10,259,646
Expenditures & Other Financing Uses	40,509,700	40,059,700	(450,000)	-1.11%	9,658,749
Excess Revenues/Other Financing Sources Over (under) Expend & Other Financing Uses	(1,171,573)	(1,221,573)			600,897
			Transfer to Capital Projects		-
			Net Change in Unassigned Fund Balance		600,897

Fund Balances	9/1/2017	11/30/2017	Variance
Committed for Other Purposes	25,369	25,369	0
Unassigned Fund Balance	2,576,518	3,037,415	460,897
Unassigned Minimum Fund Balance	1,985,000	2,125,000	140,000
Fund Balance	4,586,887	5,187,784	600,897

Note: Revenues and ending fund balance includes a \$507,754 November property tax payment. Pierce County's November treasurer statements will be received by December 10, 2017 to properly record the property tax payment.

Capital Projects Fund:

Beginning Fund Balance 9/1/2017		1,881,516	
General Fund Transfer to Capital Projects	0		
Revenues	34,167		
Expenses	0		
		<u>34,167</u>	
Ending Fund Balance 11/30/2017			<u><u>1,915,683</u></u>

Fund Balance - Impact Fees \$276,914 - Turf Field Replacement \$100,000 - Unassigned Fund Balance \$1,538,769

Debt Service Fund:

9/1/2017 Beginning Fund Balance	11/30/2017 Ending Fund Balance	Variance
3,210,446	6,387,031	3,176,585

Note: Ending fund balance includes a November \$489,482 property tax payment. Pierce County's November treasurer statements will be received by December 10, 2017 to properly record the property tax payment.

Transportation Fund:	83,856	83,988	132
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ASB Fund:	282,284	389,720	107,436
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Anderson Island	575	794	219
Cherrydale	8,238	11,214	2,976
Chloe Clark	6,716	9,576	2,860
Saltar's Point	5,886	7,884	1,998
Pioneer Middle	69,438	87,268	17,830
Steilacoom High	191,431	272,984	81,553
Total Ending ASB Fund Balance	<u>282,284</u>	<u>389,720</u>	<u>107,436</u>

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2017

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	7,292,600	.00	2,780,575.48		4,512,024.52	38.13
2000 LOCAL SUPPORT NONTAX	1,007,751	58,849.19	369,105.61		638,645.39	36.63
3000 STATE, GENERAL PURPOSE	22,578,376	1,241,774.35	5,305,763.16		17,272,612.84	23.50
4000 STATE, SPECIAL PURPOSE	5,713,652	248,129.44	1,046,674.00		4,666,978.00	18.32
5000 FEDERAL, GENERAL PURPOSE	353,244	.00	.00		353,244.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	2,367,504	173,674.74	249,769.92		2,117,734.08	10.55
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	3,500	.00	.00		3,500.00	0.00
Total REVENUES/OTHER FIN. SOURCES	39,338,127	1,722,427.72	9,751,888.17		29,586,238.83	24.79
B. EXPENDITURES						
00 Regular Instruction	22,012,717	1,680,663.67	5,378,829.50	13,983,369.00	2,650,518.50	87.96
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	4,806,708	408,472.10	1,143,862.35	3,340,952.94	321,892.71	93.30
30 Voc. Ed Instruction	1,823,380	128,808.10	415,509.02	819,415.26	588,455.72	67.73
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,329,584	123,645.21	320,374.88	890,071.71	119,137.41	91.04
70 Other Instructional Pgms	1,533,558	50,683.77	100,807.80	183,617.37	1,249,132.83	18.55
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	9,003,798	813,232.45	2,299,365.18	5,323,583.30	1,380,849.52	84.66
Total EXPENDITURES	40,509,745	3,205,505.30	9,658,748.73	24,541,009.58	6,309,986.69	84.42
C. OTHER FIN. USES TRANS. OUT (GL 536)	100,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)	1,271,618-	1,483,077.58-	93,139.44		1,364,757.44	107.32-
F. TOTAL BEGINNING FUND BALANCE	4,440,500		4,586,886.77			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,168,882		4,680,026.21			

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 Restricted 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 Insur	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	74,500-	25,369.23
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	1,243,382	2,529,656.98
G/L 891 Unassigned Min Fnd Bal Policy	2,000,000	2,125,000.00
<u>TOTAL</u>	3,168,882	4,680,026.21

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2017

	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	.00	34,166.91		70,833.09	32.54
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	1,270,000	.00	.00		1,270,000.00	0.00
 <u>Total REVENUES/OTHER FIN. SOURCES</u>	 1,375,000	 .00	 34,166.91		 1,340,833.09	 2.48
 <u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	2,845,000	.00	.00	0.00	2,845,000.00	0.00
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	100,000	.00	.00	0.00	100,000.00	0.00
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>	 2,945,000	 .00	 .00	 0.00	 2,945,000.00	 0.00
 <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>	 1,570,000-	 .00	 34,166.91		 1,604,166.91	 102.18-
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 2,145,000		 1,881,516.15			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	 575,000		 1,915,683.06			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted Impact Fees	345,000	276,914.00
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	100,000	100,000.00
G/L 889 Assigned to Fund Purposes	130,000	1,538,769.06
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 575,000	 1,915,683.06

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2017

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	7,223,757	.00	2,681,940.25		4,541,816.75	37.13
2000 Local Support Nontax	6,500	.00	5,462.51		1,037.49	84.04
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>	 7,230,257	 .00	 2,687,402.76		 4,542,854.24	 37.17
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	4,940,000	.00	.00	0.00	4,940,000.00	0.00
Interest On Bonds	1,961,250	.00	.00	0.00	1,961,250.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	5,000	.00	300.00	0.00	4,700.00	6.00
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>	 6,906,250	 .00	 300.00	 0.00	 6,905,950.00	 0.00
 <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>	 324,007	 .00	 2,687,102.76		 2,363,095.76	 729.33
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 3,180,000		 3,210,445.93			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	 3,504,007		 5,897,548.69			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	3,504,007	5,897,548.69
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>	 3,504,007	 5,897,548.69

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2017

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	160,380	27,882.91	114,070.33		46,309.67	71.13
2000 Athletics	135,750	2,995.00	13,151.28		122,598.72	9.69
3000 Classes	61,650	470.00	7,580.12		54,069.88	12.30
4000 Clubs	435,340	22,956.74	74,910.00		360,430.00	17.21
6000 Private Moneys	16,700	.00	5,629.47		11,070.53	33.71
 <u>Total REVENUES</u>	 809,820	 54,304.65	 215,341.20		 594,478.80	 26.59
 <u>B. EXPENDITURES</u>						
1000 General Student Body	158,286	4,777.61	11,243.99	14,737.59	132,304.42	16.41
2000 Athletics	154,860	19,144.35	35,019.95	13,896.01	105,944.04	31.59
3000 Classes	62,100	1,582.33	6,947.60	12,023.50	43,128.90	30.55
4000 Clubs	416,259	26,013.16	50,071.54	28,037.10	338,150.36	18.76
6000 Private Moneys	33,305	522.62	4,621.73	0.00	28,683.27	13.88
 <u>Total EXPENDITURES</u>	 824,810	 52,040.07	 107,904.81	 68,694.20	 648,210.99	 21.41
 <u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER)EXPENDITURES (A-B)</u>	14,990-	2,264.58	107,436.39		122,426.39	816.72-
 <u>D. TOTAL BEGINNING FUND BALANCE</u>	276,180		282,283.57			
 <u>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
 <u>F. TOTAL ENDING FUND BALANCE</u>	261,190		389,719.96			
<u>C+D + OR - E)</u>						

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	261,190	389,719.96
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>	 261,190	 389,719.96

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2017 (September 1, 2017 - August 31, 2018)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2017

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	.00	131.60		368.40	26.32
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	7,500	.00	.00		7,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	8,000	.00	131.60		7,868.40	1.65
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	8,000	.00	131.60		7,868.40	1.65
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 10,000	 .00	 .00	 0.00	 10,000.00	 0.00
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
 G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	 2,000-	 .00	 131.60		 2,131.60	 106.58-
 H. <u>TOTAL BEGINNING FUND BALANCE</u>	 83,450		 83,856.07			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	81,450		83,987.67			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	81,450	83,987.67
G/L 830 RES 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>	 81,450	 83,987.67

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

Steilacoom Historical School District

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

DATE: December 13, 2017

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.

James E. Brittain, CPA, Executive Director of Finance & Operations

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

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
GENERAL FUND:					
	Accounts Payable		to		
	Payroll	800792	to	800793	\$ 5,371.98
	Payroll A/P	122917	to	122942	\$ 725,241.94
	Payroll Taxes				\$ 451,137.10
	Direct Deposit				\$ 1,217,192.10
November 8, 2017	Accounts Payable	122820	to	122868	\$ 267,746.02
November 14, 2017	Accounts Payable	122869	to	122875	\$ 133.35
November 16, 2017	Accounts Payable	122876	to	122904	\$ 146,198.06
November 21, 2017	Accounts Payable	122905	to	122916	\$ 69,873.71
November 27, 2017	Accounts Payable	122943	to	122943	\$ 1,120.55
November 30, 2017	Accounts Payable	122944	to	122987	\$ 215,634.32
November 30, 2017	Accounts Payable	122988	to	122988	\$ 42,426.08
December 4, 2017	Accounts Payable	122989	to	122990	\$ 126.35
December 7, 2017	Accounts Payable	122991	to	123034	\$ 108,663.41
TOTAL GENERAL FUND:					\$ 3,250,864.97

CAPITAL PROJECTS FUND:

Accounts Payable	to	
Accounts Payable	to	
TOTAL CAPITAL PROJECTS FUND:		\$ -

ASSOCIATED STUDENT BODY FUND:

November 13, 2017	Accounts Payable	403456	to	403468	\$ 12,224.60
November 14, 2017	Accounts Payable	403469	to	403471	\$ 47.00
November 20, 2017	Accounts Payable	403472	to	403475	\$ 5,659.33
November 27, 2017	Accounts Payable	403476	to	403476	\$ 357.12
November 30, 2017	Accounts Payable	403477	to	403477	\$ 19,033.80
December 1, 2017	Accounts Payable	403478	to	403482	\$ 2,949.07
December 4, 2017	Accounts Payable	403483	to	403487	\$ 225.00
December 7, 2017	Accounts Payable	403488	to	403494	\$ 7,554.71
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 48,050.63

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board



Regular Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, Washington
Wednesday, 11/8/2017

STUDY SESSION

- Review of agenda items

REGULAR MEETING

I. CALL TO ORDER

Chair Scott called the meeting to order at 7 pm.

Executive Director Beauchaine led the Pledge of Allegiance.

All directors and Superintendent Weight present.

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

Chair Scott recognized Penny Coffey, DuPont City Council member, in attendance.

II. COMMENTS FROM THE AUDIENCE

No comments.

III. PRESENTATION

a. Steilacoom High Advanced Women's Choir

Steilacoom High Choral Director Kasey Eck directed the Advanced Women's Choir in 2 musical selections. Soloists - Angely Tagomata, Helaina Kaufmann and Emma Fortmann.

b. Special Education Early Learning

Executive Director Beauchaine and Special Education Coordinator Tanya Rontos presented on the Birth to Three program. Children that live in our district receive early intervention services, in home, provided by HopeSparks behavioral health programs. These services are provided prior to attending Developmental Preschool (3 years of age and up) served in either Cherrydale Primary or Chloe Clark Elementary Schools.

IV. REPORTS

a. Class of 2017 Graduation Rate

Executive Director Beauchaine and Steilacoom High Principal Mike Miller explained how graduation the rate is calculated. The Steilacoom High School Administrative Team works with each and every student to encourage and ensure students graduate.

V. CONSENT AGENDA

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

Director Pierce made a motion to approve the Consent Agenda which included attached accounts payable, payroll and personnel reports, financial reports, 10.25.17 minutes, and a high school band trip; Director Denning seconded the motion and the motion passed (5/0).

VI. OLD BUSINESS

Approval of Resolution 840-11-08-17 Renewal of Levy for Educational Programs & Operations February 2018

Director Denning made a motion to approve Resolution 840-11-8-17 Renewal of Levy for Educational Programs & Operations; Director Schenk seconded the motion and the motion passed (5/0).

a. Final Draft Capital Facilities Plan 2017-2023

Superintendent Weight presented the final draft Capital Facilities Plan. The required legal notice will be posted November 21, 2017 with the final approval at the December 13, 2017 meeting.

b. Second Reading of Policy 6700 Nutrition, Health and Physical Fitness

Director Schenk made a motion to approve Policy 6700; Director Denning seconded the motion and the motion passed (5/0).

VII. NEW BUSINESS

a. Approval of Student Transportation Contract 2018-2023

Director Denning made a motion to offer a student transportation contract to Durham Services for the 2018-2023 school years; Director Pierce seconded the motion and the motion passed (5/0).

Chief of Finance and Operations Brittain introduced Steve Kim, Durham School Services Region Manager NW, present at the meeting.

b. First Reading of Policy 2410 Graduation Requirements

Director Denning made a motion to move Policy 2410 to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

VIII. COMMENTS FROM THE AUDIENCE

- Tanya Rontos, Early Learning clarification.

IX. BOARD COMMUNICATION

- Director Pierce received a communication regarding transportation
- Director Denning received a communication from a parent regarding a student/teacher issue at middle school that was handled at the school level.

X. ANNOUNCEMENTS

- Director Forbes – SHS Girls Swim & Dive Team placed at District and will now compete at state competition, King County Aquatic Center. Girls 400 relay took 3rd place setting a new school record and 200 free relay took 2nd place relay.
- Director Pierce announced the XC team (25 student athletes) competed at the State Meet last weekend.
- Football Team competing in playoffs this Saturday, 2pm at Harry Lang Stadium, Clover Park vs Othello.
- Superintendent Weight announced that all schools will hold Veterans Day assemblies.
- Directors Schenk and Denning completed the WSSDA Leadership 2017 Program.
- Pioneer Middle School Choral Director Katie Elshire has been selected WMEA Educator of the Year.

XI. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 8:03 pm: Director Denning seconded the motion and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



Special Session of the Board of Directors Minutes
Professional Development Center 511 Chambers Street Steilacoom, WA 98388
Monday, December 4, 2017

I. CALL TO ORDER

Chair Scott called the special meeting to order at 3:30 pm.
Steilacoom High School Principal Miller led the Pledge of Allegiance.
Superintendent Weight and Directors Scott, Forbes and Schenk were present.
Director Schenk made a motion to approve the agenda; Director Forbes seconded the motion and the motion passed (3/0).

II. APPROVAL OF STEILACOOM HIGH SCHOOL WRESTLING TEAM TRIP

Director Schenk made a motion to approve the Steilacoom High School Wrestling Team trip request; Director Forbes seconded the motion and the motion passed (3/0).

III. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 3:31 pm; Director Schenk seconded the motion and the motion passed (3/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 12-13-17						
Name	Position	FTE	Location	Effective Date	Action	Comment
BETTINGER JANET	TEACHER	1.00	CHERRYDALE	12/22/2017	RETIREMENT	

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

Personnel Report 12-13-17					
Name	Position	Location	Effective Date	Amount	Comment
JENSEN CARMEN	ASSISTANT SWIM COACH BOYS	HIGH SCHOOL	12/14/2017	3,258.75	
BARKHURST RANDY	ASSISTANT WRESTLING COACH	HIGH SCHOOL	11/13/2017	3,947.25	
WEYHRAUCH BRENDA	POETRY CLUB	HIGH SCHOOL	9/1/2017	2,400.00	
DILL MICAH	DIGITAL GAMING CLUB	HIGH SCHOOL	9/1/2017	2,400.00	
BLANCHARD DIANA	DATA TEAM LEADER	SALTAR'S POINT	12/1/2017	1,000.00	
HICKERSON AMY	DATA TEAM LEADER	SALTAR'S POINT	12/1/2017	1,000.00	
HERIG JILL	DATA TEAM LEADER	SALTAR'S POINT	12/1/2017	1,000.00	
BUCKMISTER AMANDA	DATA TEAM LEADER	SALTAR'S POINT	12/1/2017	1,000.00	
BARTON KRISTEN	DATA TEAM LEADER	SALTAR'S POINT	12/1/2017	1,000.00	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 12-13-17						
Name	Position	Hours	Location	Effective Date	Action	Comment
HILES PAMELA	DEPT SPECIALIST	8.00	DISTRICT OFFICE	12/1/2017	NEW HIRE	
HOOKER MARKI	PARAEDUCATOR	6.50	HIGH SCHOOL	1/8/2017	NEW HIRE	
DORFNER SARAH	DEPT SPECIALIST	8.00	DISTRICT OFFICE	11/9/2017	RESIGNATION	
NAMIGADDE SARAH	LPN	7.00	CHERRYDALE	12/31/2017	RESIGNATION	

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

Date of Request: Nov. 15, 2017 School: Pioneer

Name of teacher(s) requesting field trip: Katherine Elshire

Proposed student group: Boys Choir

Proposed date(s) of field trip: 2/15-16/2018 Proposed destination(s): Yakima, WA for WMEA Conference

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

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

Content area(s) addressed: Vocal Performance Standards

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

The PMS Boys Choir has been invited to perform at the WA Music Edu. Assoc. conf. in Yakima, WA on Feb 16, 2018. Our Boys Choir will be the only middle school choir performing at the conference. Also, WMEA has selected Katherine Elshire as the Middle Level Teacher of the Year and will be honoring her. Choir students will be doing a coffee fundraiser in Jan. to help pay for costs. A request has been made to PMS PTA for their support. Itinerary & Level 2 Choral Literacy Rubric attached.

Number of Students: 35 Number of Chaperones: 15

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

Individual student cost to be used for: hotel and charter bus transportation

Estimated individual student cost \$ 135

GF/ASB Funds: \$ 5,000 (ASB)

Total Cost \$ 5,000


Account code 4004

Teacher Name: Katherine Elshire Signature: 

Teacher Name: _____ Signature: _____

Approve

Deny

Principal Name: JoAnne Fernandes Signature: 

WMEA Conference Yakima WA

Thursday, Feb 15th

- 6:45 pm Load Bus – Load Bus, bag goes under, uniform goes on bus
- 7:00 pm Leave
- 8:30 pm Restroom break Snoqualmie Pass
- 10:00 pm Arrive at Oscar Suites and unload
Room assignments
- 10:30 pm All singers in rooms – Chaperones room check
- 11:00 pm Lights Out – Chaperone Tape door and 2 half hour rotations of checking on rooms.

Friday, February 16th

- 6:30 am Wake up Call and Chaperones check rooms
- 6:45 am to 7:30 am Breakfast provided in Hotel
- 7:30 am Back in room change and pack
- 8:15 am Load Bus
- 8:30 am Bus Leaves for The Seasons Performance Hall
- 8:45 am Sound Check and listen to other choirs warm up
- 9:30 am Restroom/water break/ Green Room
- 10:30 am WMEA Conference Performance
- 11:15 am Load Bus
- 11:30 am Go to Miners Burgers for Lunch
- 1:30 pm Load Bus and head for home
- 2:30 pm Restroom break at Snoqualmie Pass
- 4:00 pm Arrive home – weather/traffic permitting

Expenses for Students:

Hotel, and bus via ASB \$100 - \$125. They will be doing a Coffee Fundraiser in January to help cover some of the costs. Student will need to bring money with them for lunch.

Expenses for Chaperones:

Hotel and Lunch \$75 - \$125. This will depend on if they share a room and have their own.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 13, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

The Information Technology Department has identified the following items to be surplus as a part of our consistent monitoring of network and computer equipment inventory: desktop computers (24), laptops (19), projectors (15), monitors (19), phones (24) and other computer peripheral devices (8).

These network and computer devices are either no longer working or have been updated. All devices no longer have a useful purpose within the district. The itemized inventory list is available for review.

Report prepared by:
Jim Brittain, Chief of Finance and Operations

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 12/13/17

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

2017-2023 SHSD Capital Facilities Plan Approval

Drafts of the Capital Facilities Plan were presented to the Board at the October 25th and the November 8th Board meetings. We have completed the 14 day SEPA notice requirements and the attached draft is ready for final approval.

School district capital facilities plans are adopted by reference as a part of the local jurisdiction's Comprehensive Plan for purposes of identifying whether school facilities are adequate to serve existing and proposed new development. The Growth Management Act identifies schools as a part of the public infrastructure needed to serve growth.

The primary need for the Capital Facilities Plan is to establish a basis for school impact fee eligibility. The information required for a Capital Facilities Plan is dictated by the GMA and the statutory authority for collecting impact fees.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent approve the 2017-2023 Capital Facilities Plan.

Report prepared by:
Kathi Weight, Superintendent



The best education for every student.

STEILACOOM

Historical School District No. 1

CAPITAL FACILITIES PLAN

2017 - 2023

December 2017

**Steilacoom Historical School
District No. 1**

511 Chambers Street
Steilacoom, WA 98388
(253) 988-2200

Board of Directors

Samuel Scott, Chair

Robert Forbes, Vice-Chair

Donald Denning

Jason Pierce

Steve Schenk

Kathi Weight, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

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STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BUILDING SITES

ADMINISTRATIVE OFFICE

511 CHAMBERS STREET

STEILACOOM, WA 98388

WEBSITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE

511 Chambers Street
Steilacoom, WA 98388

(253) 983-2200

(253) 584-7198 (fax)

Kathi Weight – Superintendent

Celeste Johnston – Executive Asst. to Superintendent

CHERRYDALE PRIMARY SCHOOL

1201 Galloway
Steilacoom, WA 98388

(253) 983-2500

(253) 583-8478 (fax)

Ryan Douglas - Principal

Laura Johnson - Office Coordinator

CHLOE CLARK ELEMENTARY SCHOOL

1700 Palisades Blvd
DuPont, WA 98327

(253) 583-7100

(253) 964-0935 (fax)

Gary Yoho - Principal

DeAnn Thysens- Office Coordinator

SALTAR'S POINT ELEMENTARY SCHOOL

908 Third Street
Steilacoom, WA 98388

(253) 983-2600

(253) 581-9083 (fax)

Alex Clauson - Principal

Barbara Giannetti– Office Coordinator

ANDERSON ISLAND ELEMENTARY SCHOOL

13005 Camus Road
Anderson Island, WA 98303

(253) 884-4901

(253) 884-7835 (fax)

Susan Greer - Principal

Dana Ballou - Secretary

PIONEER MIDDLE SCHOOL

1750 Bob's Hollow Lane
DuPont, WA 98327

(253) 583-7200

(253) 583-7292 (fax)

JoAnne Fernandes- Principal

John Nystrom - Assistant Principal

Amy Malkames - Office Coordinator

STEILACOOM HIGH SCHOOL

54 Sentinel Drive
Steilacoom, WA 98388

(253) 983-2300

(253) 983-2393 (fax)

Michael Miller - Principal

Jake Tyrrell - Assistant Principal

Krista Lallemand - Assistant Principal

Sharon Larson - Office Coordinator

TAB 1 INTRODUCTION

The Steilacoom Historical School District No. 1 has prepared this Capital Facilities Plan (CFP) to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years (2018-2023). The CFP is intended to be shared with the Town of Steilacoom, the City of DuPont and Pierce County. This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the 2017-2023 planning period;
- The new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, the school impact fee calculations based on the capacity projects necessary to address growth needs.

Residential development has historically preceded any school construction and has never progressed in an orderly and coordinated manner. Selection of school sites and the construction of schools have generally followed the construction of new homes. This historic process of school construction following residential growth has left a gap between available space and the student population. As a result, schools have commonly become overcrowded. Compounding the situation is the required time to acquire property, design facilities, acquire all necessary permits, and to construct facilities.

In the past, relief for overcrowded schools has primarily come from local residents who have supported tax levies and bond issues. Voter approval of school levies and bond issues is becoming more difficult as other interests vie for property tax dollars. In addition, many existing residents are questioning the equity of having to pay the full costs of the educational facilities needed to serve new residents. In an effort to overcome the perceived inequity of property tax supported levies and bond issues, school districts have sought conditions upon development activity to provide a share of the local financial support needed for the construction of school facilities.

This Capital Facilities Plan is designed to support the use of school impact fees as provided for under the 1990 Growth Management Act. Therefore, this Plan consists of:

- An inventory of the existing schools, support facilities and properties owned by Steilacoom Historical School District No.1;
- An enrollment history and projection for the 2017-2023 time frame;
- An identification of the District's current "level of service" with respect to capital facilities;
- A forecast of the District's need for new construction, modernization, and new construction-in-lieu-of modernization; and
- A plan that will finance the proposed construction projects within projected funding capacities and clearly identify sources of public money for such purposes. The CFP is designed to support school impact fees authorized by Pierce County, as implemented by

Steilacoom Historical School District No. 1 and other municipalities that may collect school impact fees on behalf of the District.

In addition, the CFP will also provide a basis for mitigation under the State Environmental Protection Act (SEPA) or the State Subdivision Act.

TAB I DISTRICT STATEMENTS AND CORE VALUES

DISTRICT VISION STATEMENT

“The best education for every student.”

DISTRICT MISSION STATEMENT

The mission statement for the Steilacoom Historical School District No.1, in partnership with our communities, is to educate and prepare responsible citizens who can contribute and adapt in a changing world.

DISTRICT CORE VALUES

Academics

We commit to engage all students by using effective instructional practices, challenging students to reach their fullest potential.

Collaboration

We practice purposeful, professional, student-centered collaboration.

Climate

We ensure a positive, respectful and safe learning climate, responsive to students' individual needs.

Integrity

We commit to act with honesty and integrity, respecting all diversities.

Community

We welcome and encourage family and community involvement, where each member of the school community is a valued partner.

Accountability

We, the SHSD learning community, share in the responsibility for attaining academic and fiscal goals by providing educators with the necessary tools and resources for success.

TAB I DISTRICT STRATEGIC PLAN AND GOALS

A new strategic plan was implemented in the 2013-14 school year with a focus on four areas as priority:

Teaching and Learning

- Coordinate curriculum, teaching and assessment to strengthen instructional programs that reflect state and national standards.
- Ensure early learning success through ongoing interventions, pre-K through 3rd grade.
- Relevant and accessible professional development focused on data and student achievement.

Safety, Service and Support

- Promote safe learning environments that support academic achievement.
- Identify achievement gaps and target interventions to specific needs.
- Maximize learning and enrichment opportunities.
- Customer service focus.

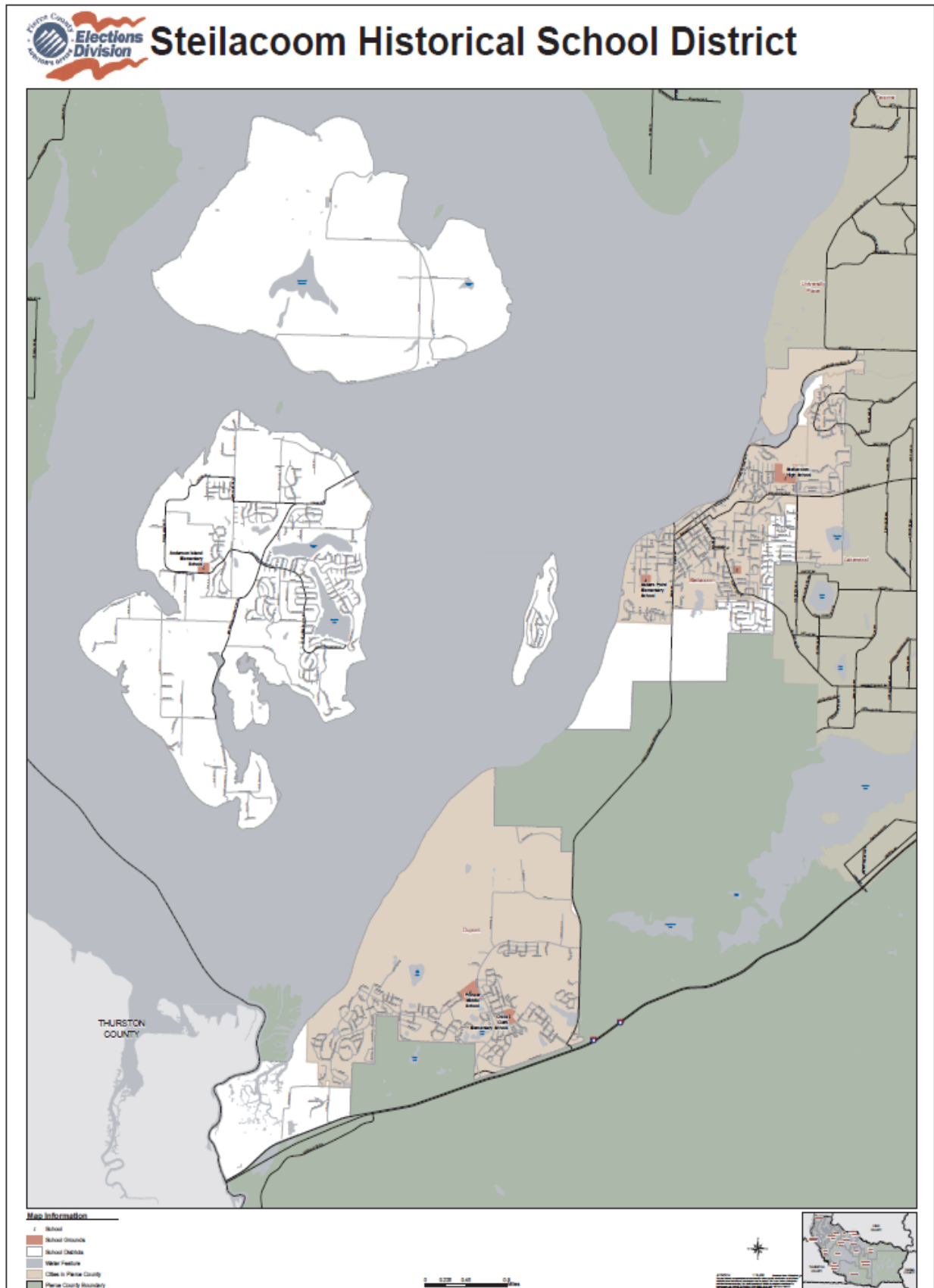
Family and Community Involvement

- Commitment to ongoing family and community outreach strategies.
- Fully engage our parents, community and staff in the education of our children.
- Gather and use community input for regular planning and decision making.

Resource Management

- Maximize instructional resources.
- Maintenance and preservation of district facilities.
- Ensure fiscal integrity and stability district-wide.
- Technology planning that supports student learning and staff productivity.

TAB I DISTRICT MAP



TAB II LOCATION AND DESCRIPTION OF SCHOOL FACILITIES

The chart below lists and describes each school facility site within the District. This represents the most accurate inventory of square footage (SF) for the individual facilities within the District as reviewed by District staff and included on the most recent OSPI ICOS Inventory. The numbers below do not include SF areas for portable buildings but do include covered outdoor play areas.

2017 Steilacoom Historical School District Facility Inventory			
School	Location	Grades	Square Footage
Anderson Island ES	Anderson Island	K-5	11,366
Cherrydale Primary	Steilacoom	K-3 w/full day K and pre-K	42,083
Saltar's Point ES	Steilacoom	4-5 (all district)	55,235
Chloe Clark ES	DuPont	K-3 w/full day K and pre-K	59,333
Pioneer Middle School	DuPont	6-8 (all district)	103,128
Steilacoom High School	Steilacoom	9-12 (all district)	133,374

TAB II HISTORY OF FACILITIES

1. School District Building Data

<u>Date</u>	<u>Building</u>	<u>Cost</u>	<u>Location</u>
1851	Log Building	Unknown	Main & Commercial
1858	First Public School	\$450	Starling & Frederick
		Contributions/Partial Payment	
1892	Second Public School	\$10,000.00	Chambers & Sequash
1916-17	Third Public School	\$15,000.00	Chambers & Sequash
1952	All Purpose School	\$133,953.00	Chambers & Nisqually
1962	Cherrydale School	\$183,597.00	Galloway and C
1966	Cherrydale Addition	\$175,646.00	Galloway and C
1968	Pioneer Addition	\$405,422.00	Chambers & Nisqually
1969	Silver Beach Site	\$42,000.00	SOLD
1972	Saltar's Point School	\$605,860.00	Third & Beech
1976	Oakbrook Site	\$42,500.00	SOLD
	Consolidation with Anderson Island and DuPont School Districts		
1979	Acquisition of Laughbon Jr./Sr. High School; Anderson Island and Harriet Taylor schools		
1981	Steilacoom High School		Sentinel Drive
1986	District Office		Steilacoom, WA
2000	Chloe Clark Elementary	\$1.7 million	Palisade Boulevard
2006	Chloe Clark Elementary	\$6.0 million	DuPont, WA
	School Addition/Modernization		
2007	Anderson Island Elementary	\$951,460	Anderson Island, WA
	New Multipurpose Room		
2008	New Pioneer Middle School	\$34.0 million	DuPont, WA
2008-2009	Steilacoom HS Addition	\$27.0 million	Steilacoom, WA
	/Modernization		
2011	Pioneer Middle School	\$461,967	DuPont, WA
	Classroom Air Conditioning		
2012	Saltar's Point Modular	\$724,000	Steilacoom, WA
	Classrooms		
2015	Remodel of SHS Classrooms	\$710,972	Steilacoom, WA

2. Land/Parcel Holdings and Disposition

Until 2012, the District owned a 30 acre parcel located in the City of DuPont at the intersection of Center Drive and International Place. The District sold this property and used a portion of the sale proceeds to acquire a 14.71 acre site located on Manchester Place within the City of DuPont and a 5.3 acre site located on International Place within the City of DuPont.

This 14.71 acre site in DuPont is intended to serve as the location for a planned new elementary school. The 5.3 acre site on International Place is ideally suited for transportation and maintenance facilities.

In its long range planning, the District's Board of Directors regularly analyzes smaller parcels owned by the District that cannot support the size of facilities at any grade level and considers the sale of those parcels to fund the District's long range capital facility or future land acquisition funding strategies. Most recently, the District declared Parcel C, a vacant parcel at Cherrydale Primary School, as surplus and sold the property to the Town of Steilacoom.

In 2010, the District purchased a 13.5 acre parcel directly north of Steilacoom High School. It is the intent of the District and the Board to utilize a portion of this site for a future addition to the high school, additional parking and athletic fields. The timing of this expansion is subject to future Board consideration.

In 2011, the District sold to Pierce County two parcels totaling 3.0 acres as part of a land conservation grant program. This area is commonly referred to as the Cherrydale Woods. This land is adjacent to Cherrydale Elementary School. In 2012, the District sold the remaining 1.64 parcel, referred to as Parcel C, to the Town of Steilacoom.

The structure known as the "Yellow House" (Tax Parcel Identification No. 2305000640) located to the east of the District Office at the SE corner of Chambers and Sequash Street was sold in late 2012.

In November 2013, the board passed Resolution 810-11-13-13 to approve the surplus of 3.77 acre portion of Tax Parcel Identification No. 761500022 located immediately north of Steilacoom High School. A sale agreement was initiated but the deal fell through. The property remains available for purchase.

The Board passed in May 2014 Resolution 813-05-14-14 to surplus 2.76 acres of property located on Chambers Street, in Steilacoom, commonly known as "Chambers Field" (Tax Parcel Identification No. 66555200311). Chambers Field is located directly behind the District's existing bus garage at Sequash Street. The property is for sale.

3. History of Capital Facility Planning and Construction

To meet increasing population and provide a sturdier building, the Town of Steilacoom approved in 1913 the construction of a new brick structure at the cost of \$15,000.

During the early part of the 1990's, about a dozen portable classrooms were placed to accommodate the growing enrollment at Cherrydale Primary School, Saltar's Point Elementary, and Pioneer Middle School. After the Town of Steilacoom placed a moratorium on the number of portables that could be sited, the District held public information meetings designed to inform residents about the critical situation. When the bond election was held in 1996 to

approve general obligation bonds of \$38,000,000, voters rejected it. A second election, held in the following year was approved.

In 1997, voters approved by over 60%, a proposition for construction and improvements to the District's elementary schools and high school but rejected a second proposition to build a new middle school.

Instead, the old Steilacoom School serving as Pioneer Middle School underwent an extensive retro-fit to make the building earthquake safe. In addition, the cafeteria was remodeled and enlarged and the gymnasium floor was replaced. The results of that retro-fit were demonstrated during the February 28, 2001 earthquake. A portion of Proposition #1, or \$2,003,000, was designated for technology—computers, software and related equipment.

Following approval of the 1997 Capital Facilities Bond, plans were started for work on Cherrydale Primary School, Saltar's Point Elementary School, and Anderson Island Elementary School. To accommodate school-age students in the DuPont community, ground was broken in fall 2000 for a new elementary school. Chloe Clark Elementary School was dedicated in August 2001 and 180 students were enrolled for the following school year.

On May 17, 2005, District voters approved Steilacoom Historical School District No. 1 to issue \$55.9 million dollars in general obligation bonds to finance a 6-year construction program. The District received approximately \$17.1 million dollars in state match dollars to assist in funding.

The 2005 bond projects included:

- Completing Phase II of Chloe Clark Elementary School
- Building a new middle school
- Building an addition to Steilacoom High School
- Modernizing the existing portion of Steilacoom High School
- Building a new multi-purpose room at Anderson Island Elementary School
- Completing other priority renovations/modernization projects

Bond sales were executed in two phases: June 2005, \$22 million dollars and July 2006, \$33.9 million dollars. The 2005 bond projects are complete.

The board passed in November 2012 Resolution 787-10-24-12 to approve the addition of a modular building containing two classrooms to be placed at Saltar's Point Elementary to accommodate enrollment growth. The two classrooms are now in place.

In 2008, the Board of Directors gave the Citizens Advisory Committee the task of exploring options regarding the buildings that make up the old Pioneer Middle School site. The Committee's recommendation included consolidation of all SHSD administrative offices into the 1918 building. The District converted the 1918 Building into an administrative building in August of 2014 which has enabled all of the District's administrative staff to be housed in one building.

4. Future Capital Facility Plans

The District's projected enrollment growth will continue to be focused in the near term at the elementary level but also with some growth at the high school level. In 2010, the Washington State Legislature passed Substitute House Bill 2776, which requires implementation of full day kindergarten by the school year 2017-18. Anderson Island Elementary began full day kindergarten in 2014, Cherrydale Primary in 2015, and Chloe Clark Elementary implemented full day kindergarten at the beginning of the 2016-17 school year. (SHB 2776 identifies the potential of reduced class sizes for grades K-3. The District has begun implementation of class size reduction as reflected in the standard of service in this Capital Facilities Plan and expects to make further adjustments in future updates to the Capital Facilities Plans.) Existing capacity in elementary schools is also impacted by increased special education needs, increases in other programs such as ELL classes, and potential development on Anderson Island.

To meet these capacity needs, the Board envisions the need for another elementary school in DuPont. Chloe Clark Elementary School's Phase II & III projects have been completed. If a new elementary school is not constructed, the District would need to add additional classrooms at Chloe Clark. The Board of Directors and the District have explored options for the location of a new elementary school and find the acquired 14.71 acres in DuPont to be very well suited as the location for a future elementary school. The District plans to construct this school during the six year planning period of this Capital Facilities Plan.

In addition, the District has reviewed options to increase capacity at all of the primary and elementary schools to allow for future expansion of existing programs such as special education and other programs. Two modular classrooms were added at Saltar's Point Elementary School. The District may add modular classrooms at Chloe Clark to address capacity needs.

The Board of Directors expressed the need to relocate and build a facility to house maintenance and transportation staff and equipment for the District. With the sale of the 30 acre parcel in DuPont and the consequential acquisition of 5.3 acres on International Place in DuPont, conceptual design has been completed for utilizing the 5.3 acre site for a transportation facility.

The District's 2005 Capital Improvement Program and the approved conditional use permit for Steilacoom High School made provisions for the addition of four classrooms onto the new design of Steilacoom High School. The project was completed in January of 2015. The District purchased a 13.50 acre parcel adjacent to SHS in 2010. It is the intent of the District to consider using a portion of this site for a future addition to the high school, additional parking and athletic fields. This planning process began during the 2016-17 school year.

At Pioneer Middle School, four additional classrooms can be added, but a separate conditional use permit will be required before any construction. These potential build-outs could accommodate up to 125 additional students at the middle and high school levels. The District will consider adding modular classrooms at Pioneer Middle School as well as other schools within the district.

TAB II PARCEL SUMMARY BY LOCATION

The following tab contains information on the District's current property holdings.

The list of parcels and approximate square feet data is from Pierce County Assessor-Treasurer online database files:

School/Facility/Parcel Description	Address City	Pierce County Tax ID parcel #	Approximate acreage	Notes
Steilacoom High School	54 Sentinel Steilacoom	7615000681	32.50	With two easements from DSHS. 13.50 acres were purchased north of the HS in late 2010
Pioneer Middle School	1750 Bob's Hollow Lane DuPont	0119263011	20.00	
Old Pioneer Middle School Site	511 Chambers Steilacoom	2305000600	3.26	Converted into administrative building in 2014
Bus Barn and Upper Field	710 Chambers Steilacoom	6655200311 6655200161	2.76 .76	Currently for sale
Saltar's Point Elementary School	908 3 rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Cherrydale Primary School	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011; parcel 0219052047 was sold in 2012
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Camas Rd Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office Annex	510 Chambers St Steilacoom	2305000651	0.20	
Vacant Undeveloped Parcel	N/A Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Williamson Place DuPont	3001000010- 3001000050	14.71	Purchased in 2012
Vacant Undeveloped Parcel	International Place DuPont	3000390282	5.34	Purchased in 2012

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

Steilacoom Historical School District No. 1 has reviewed historical demographic trends and actual enrollments. The combined student population from the Town of Steilacoom, the City of DuPont, and Pierce County is expected to result in an overall increase in student enrollment due to increased residential growth within these communities. In addition, the implementation of full day kindergarten resulted in increased overall student enrollment.

Using brick and mortar enrollment figures, the District's elementary school enrollment (grades K-5) grew from 966 students in 2003 to 1,410 students in 2016. During that same period, the Middle School (grades 6-8) student enrollment grew from 529 students to 804 students. Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 848 students in 2016. Preliminary fall 2017 enrollment figures show continued growth at the elementary and high school grade levels.

The actual and projected growth of the elementary school student population within the District led the District to develop and implement a three year, phased grade/school realignment plan. This plan as outlined below was implemented at the beginning of the 2009-2010 school year.

- | | |
|---------------------------------------|--|
| a. Anderson Island Elementary School: | Grades K to 5 th |
| b. Cherrydale Primary School: | Grades Pre-K to 3 rd |
| c. Chloe Clark Elementary School: | Grades Pre-K to 3 rd |
| d. Saltar's Point Elementary School: | Grades 4 th to 5 th |
| e. Pioneer Middle School: | Grades 6 th to 8 th |
| f. Steilacoom High School: | Grades 9 th to 12 th |

2. ENROLLMENT AND PROJECTIONS

The Washington State Superintendent of Public Instruction (OSPI) provides enrollment projections based on the "Cohort Survival" method. This method of enrollment projection uses historic patterns of student progression by grade level to measure the portion of students moving from one grade level up to the next cohort or grade. This ratio or survival rate is used in conjunction with current birth rates as a base for statewide enrollment projections. The OSPI system is useful, but has obvious inadequacies in representing the unique growth conditions of individual school districts. Historically, OSPI projections in growing school districts tend to underestimate the actual student enrollment growth. Furthermore, the OSPI projections do not anticipate new students from new development within the District. As such, the OSPI projections are considered conservative.

In previous years, the OSPI projections for the District were skewed by the Washington State Virtual Academy enrollment numbers (which was discontinued in 2012) and did not reflect accurately the brick and mortar student enrollment. This was particularly true following the termination of the program in the District when the cohort projections dramatically declined in

a manner that did not reflect reality. However, the OSPI projections now accurately reflect the brick and mortar student enrollment history and provide a comparative basis for enrollment projections over the six year planning period.

School enrollment growth and distribution over the next six years in Steilacoom School District will be influenced by several factors. A primary factor will be overall population growth in the District. Lower rates of residential development are anticipated than in years past.

The District is using a modified cohort projection for purposes of this Capital Facilities Plan. The modified cohort projection was prepared by a consultant and considers historic growth trends, future building plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. The following tables provide the District's historical enrollment data and the projections by grade level through 2023.

HISTORICAL STUDENT ENROLLMENT 2005-2016
ACTUAL ENROLLMENTS ON OCTOBER 1st*

GRADES	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
K**	182	168	220	204	224	206	217	244	255	212	237	231
1 st Grade	169	200	192	235	232	224	223	231	234	256	223	263
2 nd Grade	191	187	211	199	238	240	255	234	214	229	271	214
3 rd Grade	198	208	196	231	211	241	242	249	227	207	243	267
4 th Grade	167	202	226	216	226	214	257	263	238	196	206	219
5 th Grade	184	171	206	236	219	234	244	246	264	252	208	216
6 th Grade	194	189	178	244	240	221	253	241	265	268	269	247
7 th Grade	183	185	200	194	242	227	238	261	236	247	277	279
8 th Grade	198	182	174	218	203	227	248	230	266	228	253	278
9 th Grade	180	208	202	199	232	205	242	226	224	247	231	257
10 th Grade	171	178	194	188	210	223	201	225	221	217	258	230
11 th Grade	158	167	152	197	187	219	223	204	226	212	215	205
12 th Grade	124	104	127	119	160	159	179	189	190	208	200	156
Total Enrollment	2,299	2,349	2,478	2,680	2,824	2,840	3,022	3,043	3,060	2,979	3,091	3,063

*Reflects brick and mortar only.

**Earlier years converted to full-day K for purposes of comparison with enrollment projections.

PROJECTED ENROLLMENT (FTE) BY GRADE SPAN

Enrollment by Grade Span	Oct. 2017*	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Elementary (K-5)	1,457	1,471	1,507	1,502	1,537	1,531	1,542
Middle School (6-8)	759	762	723	757	746	780	763
High School (9-12)	900	1,043	1,022	1,026	1,004	1,015	974
TOTAL	3,116	3,276	3,252	3,285	3,287	3,326	3,279

Source: Calm River Demographics October 2017 (complete report on file with District)

*Actual October 2017 FTE Enrollment.

TAB IV LEVEL OF SERVICE

1. INTRODUCTION

The Growth Management Act (GMA) requires that school districts provide “level of service” or “school capacity” data as a component of their Capital Facilities Plan (CFP). The GMA was developed, in part, to help ensure public services, including schools, necessary to support development will be adequate to serve said development at the time the development is available for occupancy and use, without decreasing current service levels below locally established minimum standards. In other words, each public service needs to clearly define their service level so that service level can be maintained in the face of new development.

2. DEFINITION

The “level of service” is based on the number of classrooms available at each school and the desired average class load. Inherent in the level of service are the types and amounts of space required to accommodate the District’s adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimal facility size, class size, educational program offerings, as well as classroom utilization and scheduling requirements.

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. For example, State requirements related to full day kindergarten and reduced class sizes impact the level of service. In addition, traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education – resource and self-contained, special education 18-21 year old transitional program, English Language Learner (ELL), Title I, Learning Assistance Program (LAP), music education, highly capable, special education preschool, , computer labs, career and technical education, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. For example, the District currently has approximately 398 students (approximately 12% of its total student population) participating in Special Education Programs. The District expanded special education programming in the 2016-17 school year to implement a 7th-12th grade Life Skills special needs classroom, which is housed at the high school. In the 2017-18 school year, the District implemented a 4th-6th grade Life Skills special needs classroom, which is housed at Saltar’s Point Elementary School.

Variations in student capacity between schools often result in special or non-traditional programs offered at specific schools. These special programs require classroom space, which can reduce the permanent capacity of some of the buildings housing these programs. Some students, for example, leave their regular classroom for a short period of time to receive instruction in these special programs. Newer schools within the District have been designed to accommodate many of these programs. However, older schools often require space modifications to accommodate special programs, and in some circumstances, these modifications may reduce the overall classroom capacities of the buildings.

District educational program standards will undoubtedly change in the future as a result of changes in the program year, special programs, class sizes, grade span configurations, use of new technology, and other physical aspects of the school facilities. The school space inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District seldom considers portables as being ideal instructional space for students and/or staff members. By design, portable classrooms separate their occupants from the rest of a school's student body and/or staff members. In addition, the increased enrollments that portables afford serve to tax the "core" facilities of the permanent building(s); such spaces as the gymnasium, the library, the restrooms, the main office, and the food service facilities.

3. SUMMARY

The Growth Management Act (GMA) requires that school districts provide "level of service" or "school capacity" data to support requests for impact fees from residential developers. With respect to public schools, the "level of service" is a quantifiable measure of the capacity available to support the instruction of students.

Steilacoom Historical School District No. 1 has elected to define its "level of service" in terms of each student's share of the District's permanent school facilities, with reference to the District's standard for average class load and identification of classrooms available for regular instruction. The level of service is dictated by the amount of space required to accommodate the District's adopted educational program. The LOS will change as the District changes its educational program and it must be reviewed and modified periodically.

Steilacoom Historical School District No. 1 has adopted an organization that houses kindergarten through fifth grade in elementary schools, sixth through eighth grade in middle school, and ninth through twelfth grade in high school.

The District has adopted a traditional calendar beginning in late August (prior to Labor Day) and ending in mid-June, and a traditional daily schedule with academic classes beginning between 7:35 a.m. and 9:05 a.m. and ending mid-afternoon. Although the District continues to study alternate organizations, calendars, and schedules, the District believes the adopted organization is educationally sound and reflects community values.

The District's educational program includes individual and small group work, as well as full class activities. Portable classrooms, which are neither intended for nor function as long term educational space, are excluded from the level of service calculation. Portables are considered adequate only for supplemental programs and interim housing.

The capacity for each facility is established by multiplying the regular classrooms available by the District's standard for average class load (the "Standard of Service"). Spaces used for special program needs are excluded from the definition of regular classrooms. Core facilities

and special use facilities are compared to classroom capacity to confirm that facility capacity is not limited by limitations in core facilities.

The District's adopted Standard of Service is as follows:

	Standard of Service
High School	25 students/classroom
Middle School	25 students/classroom
Elementary	20 students/classroom

Using the Standard of Service and updated information regarding classroom utilization, the District's current facility capacity, current enrollment, and projected facility need, is as follows:

Facility	Area (SF)	Teaching Stations**	Existing Capacity (Based on Service Standards)	Actual October 2017 Enrollment	Projected 2022/23 Enrollment
Steilacoom High School	133,374	42	1,050	900	
Pioneer Middle School	103,128	37	925	759	
Saltar's Point Elementary*	55,235	17	340	486	
Anderson Island Elementary	11,366	2	40	35	
Cherrydale Primary	42,083	14	280	382	
Chloe Clark Elementary	59,333	25	500	567	
Total Elementary			1,160	1,457^	1,542

*Does not include modular classroom capacity.

**Regular classroom use only.

^Total is slightly less than the sum of the four elementary school figures due to FTE/HC variations.

School District Cost Per Student

Each year Steilacoom School District provides to Pierce County the costs expended per student as an update to the Capital Facilities Plan. Building and equipment costs at each educational facility are rounded up and reflect the District's capital improvement campaign costs as completed in 2010.

School Facility	Building Costs	Equipment Costs	Total Costs
Anderson Island Elementary School	\$ 946,000	\$ 50,000	\$ 996,000
Cherrydale Primary School	\$ 9,457,000	\$ 400,000	\$ 9,857,000
Chloe Clark Elementary School	\$ 9,727,000	\$ 450,000	\$10,177,000
Saltar's Point Elementary School	\$ 6,765,000	\$ 350,000	\$ 7,115,000
Pioneer Middle School	\$34,244,000	\$1,800,000	\$36,044,000
Steilacoom High School	\$30,597,000	\$ 630,000	\$31,227,000

The current cost per student based upon capacity enrollment figures is as follows:

Elementary Student	\$18,101
Middle School Student	\$42,405
High School Student	\$36,738

TAB V THE DISTRICT'S CONSTRUCTION PLAN

1. INTRODUCTION

From district to district, it is common to find variations in the grade level configurations, class size requirements and instructional programs depending upon a local community's educational philosophy and the needs of the students to be served. Such variations between districts do impact the design and the cost of newly constructed school facilities.

In 2017, the district began a planning process to establish a Capital Facilities Advisory Committee made up of community members, staff, district officials, students, Town of Steilacoom and City of DuPont representatives. The Committee will begin their work in 2018. The purpose of the Steilacoom Historical School District's Facilities Advisory Committee (FAC) will be:

- Establish a long-term Capital Projects Plan
- Recommend short- and long-term solutions related to the District's deferred maintenance, educational adequacy of schools, safety and security, future plans and use of district property; and
- Consider a future capital bond proposition.

The FAC will be presented data to study and evaluate the overall condition of district facilities to identify and prioritize potential facility modifications, replacements, additions and/or closures to best enhance student achievement opportunities, and support the ongoing economic development and a healthy community. This data will include:

- Facility Condition Assessment - Deferred Maintenance;
- Educational Standards;
- Safety and Security Standards;
- Technology;
- School Capacity;
- Enrollment;
- Demographics; and
- Financial Data.

2. THE NEW CONSTRUCTION PROGRAM

The ability to move forward on the construction of any new school facility in the Steilacoom Historical School District hinges on many factors. First, the District needs to have local funding available to pay for the cost of new school facilities. Normally, school districts secure the majority of their local funds through the sale of general obligation bonds, as approved by the qualified voters of their districts. The authority to issue and sell such bonds rests in the Constitution and laws of the State of Washington, including RCW 28A.530.010 and RCW 84.52.056.

The State of Washington has set forth site size standards, as defined in WAC 392-342-020. Specifically, for an elementary school, the minimum standard is five (5) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. For junior and senior high schools, the minimum standard is ten (10) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. These recommended acreages provide space for the school building(s) and the appropriate support facilities such as play fields, athletic facilities and parking.

Of particular importance to Steilacoom Historical School District No. 1, is the eligibility for State School Construction Assistance. Such State assistance is used along with local funds to pay for the cost of new school facilities. However, State monies cannot be used to purchase school sites, to make off-site improvements and/or fund those specific items spoken to in WAC 392-343-120. The formula for determining the exact amount of State funding assistance a district can receive is set forth in WAC 392-27-020.

To address capacity needs, the District plans to construct Phase I of a new elementary school in the City of DuPont. The District is in early planning stages for this school but expects that it will be available for occupancy by 2022. The District's voters will need to approve a bond measure to fund the construction of this school. The District may also consider adding modular classrooms at Chloe Clark Elementary and Pioneer Middle School. In addition, the District plans to construct a new Transportation Facility in the City of DuPont, perform field improvements, and address additional parking and sports requirements at Steilacoom High School.

3. SUMMARY

To accommodate enrollment growth, Steilacoom Historical School District No. 1 completed the 2005 Capital Improvement Program which benefitted four schools. The completion of Phases II and III to Chloe Clark Elementary School resulted in a student capacity increase from the original 175 student capacity. The 2,865 square foot multipurpose building at Anderson Island Elementary was added to accommodate up to 40 students. Pioneer Middle School, which can hold 925 students, opened in August 2008. The addition and modernization of the existing Steilacoom High School was completed in 2009. Steilacoom High School can now hold 1,050 students.

To address projected long term growth in the District, the District plans to construct a new elementary school in DuPont and may add modular classrooms at Chloe Clark and Pioneer, all within the six year planning period of this Capital Facilities Plan.

TAB VI THE DISTRICT'S FINANCE PLAN

1. INTRODUCTION

The Steilacoom Historical School District No. 1 clearly recognizes the long-term value of capital facilities planning. The execution of the 2005 Capital Improvement Program, discussed earlier in this report, helped address the District's need for permanent facilities to accommodate students from new housing developments.

The District's long-planned modernization of its older facilities (Cherrydale, Saltar's Point, and Anderson Island Elementary Schools), construction of a future elementary school in DuPont, and the addition of modular classrooms is dependent on a means of financing modernization or new construction. The costs associated with new construction and modernization identified in the District's Construction Plan and anticipated state and local funding are presented in Tab 5. The District uses an impact fee methodology that is based upon the Pierce County school impact fee ordinance.

In this CFP, based on current enrollment projections and the need to construct a new elementary school to meet capacity needs related to growth, the District is requesting school impact fees.

The District's Funding Plan identifies the specific funding sources, amounts of funding, and the unique relationships that exist between funding sources for the projects spelled out in the District's Comprehensive Plan.

2. COST FACTORS

Factors: A number of factors influence the total cost and, specifically, the local share of any new school construction project. The major factors that impact the cost of new school construction are as follows:

1. The per acre cost of school sites will vary considerably from district to district. In general, the more urban the district tends to be, the more costly the school sites.
2. The acreage of available property and the use ability of acreage will not always match the preferred school site sizes.
3. The proximity of needed utilities (i.e., water, sewer, electricity, etc.) and roadways to a new school site are oftentimes a significant cost variable.
4. The nature of the instructional programs housed in school facilities drastically impact the cost of those facilities. The square foot cost of senior high schools is almost always higher than elementary and middle schools. The square footage costs of middle schools

are usually higher than elementary schools. Specialized facilities for Vocational and Special Education programs can also increase construction costs.

5. The posture of the local governmental planning agencies (i.e., City or County) will affect such items as off-site street improvements, landscaping, street signaling, and signage, etc.
6. The “bidding climate” at the time a new school project comes on line is terribly important. Normally, the less construction work available the more competitive the general contractors become and vice-versa.
7. The experiences and competence of the lowest bidding and general contractor and their major subcontractors can also impact the final cost of any new school project.
8. The State’s “funding assistance percentage”, as determined in accordance with the formula set forth in RCW 28A.525.166, establishes the relationship between the local and state funding of any new school construction project.
9. The enrollment projection provisions of the State’s “space allocations” determine just how much area of a new school facility will be eligible for State School Construction Funding Assistance. Building a new school (i.e., elementary, middle, senior high) without full “unhoused” eligibility increases the amount of local funds that have to go into a project.
10. The State funding assistance formula also impacts the level of state financial assistance. See WAC 392-343-060.

Site Acquisition: The first major expense of any new school construction project is the cost to purchase the site. Property acquisition cannot be funded with State School Construction Funding Assistance. Land costs are strictly a local school district expense.

In addition to the location, site size and availability to utilities, other factors can also impact the cost of school sites. For example, the general condition of the real estate market, zoning and the overall construction suitability of a site do influence the price.

Construction Estimates: The second major expense of any new school construction project is the cost of actually developing the site and constructing the buildings(s). Such costs include payment for planning, designing, engineering, constructing, furnishing, and equipping new school facilities. In addition, at times, new portable classrooms are purchased and sited at new schools and/or existing portable classrooms are moved to new school sites.

3. FUNDING SOURCES

School districts utilize budgets consisting of a number of discrete funds. However, for the most part, the capital needs of any school system are addressed with the Capital Projects Fund and the Debt Service Fund.

1. The Capital Projects fund is used for purposes such as: (a) to finance the purchase and development of school sites; (b) the construction of new facilities and the modernization of existing facilities; and (c) the purchase of initial equipment, library books and textbooks for new facilities. Revenues accruing to the Capital Project Fund come primarily from bond sale proceeds, capital levy collections, and state matching funds. However, Revenues from the General Fund, the sale of property and contributions can also be accrued to the Capital Projects Fund. School impact fees and mitigation fees are maintained in segregated accounts.
2. The Debt Service Fund is used as a mechanism to pay for bonds. When a bond issue passes, a school district sells bonds that have a face value and an interest rate. Local property taxes are adjusted to provide the funds necessary to meet the approved periodic payments on sold bonds. The proceeds from the taxes collected for this purpose are deposited in the Debt Service Fund and drawn out for payments at the appropriate times.

As noted earlier, school districts receive funds for capital program purposes from a variety of sources. Those sources are described as follows:

Bonds: Bonds are financial instruments having a face value and an interest rate, which is determined at the time and by the conditions of their sale. Bonds are backed by the “full faith and credit” of the issuing school district and may be paid from proceeds derived from a specific increase in the property taxes for that purpose. The increase in the taxes results in an “excess levy” of taxes beyond the constitutional limit, so the bonds must be approved by a vote of the people in the jurisdiction may not exceed five (5) percent of the assessed value of the property within that jurisdiction at the time of issuance. Bonds are multi-year financial instruments, generally issued for 10-20 years. Because of their long-lasting impact, they require both an extraordinary plurality of votes and a specific minimum number of voters for validation. The positive votes must equal or exceed 60 percent of the total number of voters in the school district who cast ballots in the last general election.

Proceeds from bond sales are limited by bond covenants and must be used for the purpose(s) for which the bonds are issued. They cannot be converted to a non-capital or operating purpose. The life of the improvement resulting from the bonds must meet or exceed the term of the bonds themselves.

Capital Levies: Capital Levies differ from bonds in that they do not result in the issuance of a financial instrument and, therefore, do not affect the “bonded indebtedness” of a school district. This method of financing is a straight increase in property tax rates to produce a voter-approved dollar amount. The amount generated from the capital levy is then available to a

district in the approved year. The actual levy rate itself is determined by dividing the number of dollars approved by the assessed valuation of the total district at the time the taxes are set by the County Council. While a typical period for capital levies is one or two years, they can be approved for up to a six-year period at one election. The amounts to be collected are identified for each year separately and the tax rates set for each individual year. Like bond issues, capital levies must be used for the specific capital purpose(s) that they were passed. They cannot be converted to a non-capital or operating purpose.

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), on behalf of the State Board of Education, has determined that Steilacoom School District's 2017 funding assistance ratio is 53.81% percent for those expenses that are defined as eligible for state funding assistance. However, the District's planned capacity project included in this six-year plan, a new elementary school, will not qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation (formerly, the "Boeckh Index"). The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2016 was \$213.23 per square foot.

The formula for determining the amount of state matching support can be expressed as $A \times B \times C = D$, where

A= eligible area (determined by OSPI's student square footage allowances)
B= The Construction Cost Allocation (in dollars per square foot)
C= A school district's applicable state funding assistance rate
D= the amount of state fiscal assistance to which a district will be entitled. Qualification for state matching funds involves an application process. Districts may submit information for consideration by the State Board of Education, which meets once every two months during the year. Once approved, the district qualifies for matching funds in a sequence, which recognizes the existing approvals of previous submittals. Failure of a school district to proceed with a project in a timely manner can result in loss of a district's "place in line".

New construction projects are eligible for a state reimbursement at 100% of the Construction Cost Allocation for matchable construction costs. At this time, the Washington State Legislature have approved that Modernization of new-in-lieu-of replacement projects are eligible for state reimbursement at 100% of the Construction Cost Allocation.

Funds for the state match come from the Common School Construction Fund using revenues accruing predominately from the sale of renewable resources, primarily timber, from state school lands being set aside by the Enabling Act of 1889. If these sources are insufficient to meet current needs, the legislature can appropriate additional funds or the State Board of Education can establish a moratorium on certain projects (Chapter 392, Sections 341-344 of the Washington Administrative Code).

Market demand for timber and wood products has been declining over the past decade, resulting in a substantial decrease in state matching revenues. Efforts in the State Legislature to supplement timber-generated revenues with general fund monies have been only partially successful. As noted in WAC 392-343-057, in the event that state matching monies are not available to fund a specific school project, then school districts may proceed at their own financial risk. At such time state monies do become available, reimbursement will be made to the district for the state's share of said project.

Impact Fees: According to RCW 82.02.050, the definition of an impact fee is *"... a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. "Impact fee" does not include a reasonable permit or application fee."*

Impact Fees can be collected where a District demonstrates an "un-housed student need" as determined by applying the district's level of service to projected growth from new residential development. The amounts to be charged are calculated based on the costs for providing the space for the projected number of students in each residential unit.

The District determines the cost per unit by using a student generation rate. The Pierce County School Impact Fee Ordinance, Table 4A-1 of Chapter 4A.30 of the Pierce County Code, identifies the school impact fee formula and defines the "Student Factor" as follows:

"Student Factor" is the number derived by a School District to describe how many students of each grade span are expected to be generated by development activity. Student factors shall be based on District records of average actual student generated rates for new developments constructed over a period of not more than five years prior to the date of the fee calculation; provided that, if such information is not available in the District or if there are no developments in the District similar to that being proposed, the District may use data from districts with similar demographics, or, if no other data sources are reasonably available, county-wide averages.

For purposes of this year's CFP, the District is relying on two sources for its student factor: (1) an average of the calculated student factor from other Pierce County school districts (Bethel, Puyallup, and Sumner) for single family dwelling units; and (2) a 2017 student generation rate study prepared by an independent consultant for multi-family dwelling units. The District has, in previous updates to its Capital Facilities Plan, used student factors from nearby school districts where the sample size of development within the District has not been adequate to produce a reliable District-specific student factor. The District is choosing to do so again this year given the relatively small sample set of new single family homes constructed within the last five years within the Steilacoom Historical School District.

The 2017 Student Factors are as follows:

Single Family Dwelling Units:

Elementary – K through 5:	.367
Middle School – 6 through 8:	.139
High School – 9 through 12:	.135

Total: .641

Multi-Family Dwelling Units:

Elementary – K through 5:	.059
Middle School – 6 through 8:	.028
High School – 9 through 12:	.039

Total: .127

Source: Bethel, Puyallup, and Sumner School Districts Capital Facilities Plans; Julia Walton - 3 Square Blocks (2017 study on file with District).

For impact fees, the District's Board of Directors must first adopt a Capital Facilities Plan with recommended fees and then, the towns, cities, and counties located within the District boundaries must then adopt a school impact fee ordinance and adopt or update the District's recommended fee. Within the Steilacoom Historical School District, those general government jurisdictions include the Town of Steilacoom, the City of DuPont and Pierce County.

Furthermore, developers may contribute properties which will have value to a district. In such cases, the developer is entitled to a credit for the actual cost of the provided property. This credit can reduce or eliminate the mitigation or impact fee that would be chargeable under the mitigation/impact fee calculation.

The District collects school impact fees from new residential development in unincorporated Pierce County and the Town of Steilacoom. The City of DuPont must adopt a school impact fee ordinance for the City to collect school impact fees on behalf of the District. The Pierce County school impact fee ordinance requires that the calculated fee be discounted by 50% and, in addition, artificially caps fees and updates the capped fee each year based upon an escalation factor. The Town of Steilacoom generally uses the District's recommended fee as a basis for the fee amount.

As noted above, the District utilized an independent consultant to research the student generation rate specific to the District. The District plans to update the student generation study going forward. The District will make decisions regarding any future adjustment to the impact fee as the CFP is updated annually.

Enclosures 1 through 2 to this tab include the District's 2016 impact fee calculations and data.

5. THE DISTRICT FUNDING PLAN

The District's Funding Plan is designed to identify the specific funding resources, the amounts of funding needed and the unique relationships that exist between funding sources for each of the capital projects set forth in the District's Construction Plan. The District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the new elementary school will cost approximately \$15,045,008 (hard construction costs only). The District's voters will need to approve a bond measure to fund construction of the new school. Impact fee revenue will also be used to fund the planning and construction of any new school or additions to existing schools identified as growth related projects.

The District's excess assessed value is \$2,814,914,557 and the timber assessed value is \$274,819.

Other minor sources of funding include grants, bequests, and proceeds from the sales of excess property. They are usually a small part of the total financing package.

ASSESSED VALUES, LEVY RATES & TAXES FOR TAX YEAR 2017

"Regular Value" includes values of property subject to regular (non-voter approved) levies and "Excess Value" includes values subject to excess (voter approved) levies. Values have been adjusted for all exemptions including senior citizens/disabled persons.

District / Levy	Regular Value	Excess Value	Timber Value	Rate	Real & Pers. Tax	Timber Tax	Total Tax
SD #001 STEILACOOM HISTORICAL							
SD #1 BOND - STEILACOOM		\$2,814,914,557	\$274,819	\$2.522032819720	\$7,099,306.90	\$693.10	\$7,100,000.00
SD #1 M&O - STEILACOOM		\$2,814,914,557	\$167,622	\$2.614551757993	\$7,359,739.80	\$438.26	\$7,360,178.06
Totals for SD #001 STEILACOOM HISTORICAL				\$5.136584577713	\$14,459,046.70	\$1,131.36	\$14,460,178.06

ENCLOSURE 1 (Impact Fee Planning Factors) to TAB VI District Finance Plan

Student Factors-Single/Multi-Family
Elementary .367/.059
Middle School .139/.028
High School .135/.039

Temporary Facilities Costs
Elementary
Middle School
High School

Student Capacity Per Facility
Elementary 300-500
Middle School 500-600
High School 1,300

Permanent/Temporary Square Footage
Elementary 168,017/1,927
Middle School 103,128
High School 133,374
Total 398,553/1,927

Site Acreage Site
Elementary 15 acres
Middle School 25 acres
High School 40 acres

State Funding Assistance
Rate: 53.81% (currently not eligible)

Construction Cost Allocation
\$213.23

Site Cost per Acre
Elementary
Middle School
High School

Gen. Obligation Bond Interest Rate
Current Bond Buyer Index 3.61%

New Facility Construction Cost
Elementary Phase 1 (475) \$19,000,000

District Debt Service Tax Rate
Current \$/1,000 \$2.52

SPI Square Footage per Student
Elementary (K-5) 90
Middle School (6-8) 117
High School (9-12) 130
Special Education 144

Average Assessed Value
Single Fam. Res. \$312,454
Multi-Family Res. \$295,140
P.C. Assessor-Treasurer

ENCLOSURE 2 (Impact Fee Single/Multi-Family Dwelling Unit) to TAB VI District Finance Plan

STEILACOOM HISTORICAL SCHOOL DISTRICT									
SCHOOL IMPACT FEE CALCULATION									
2017									
School Site Acquisition Cost:									
((AcrexCost per Acre)/Facility Capacity)xStudent Factor									
				Student	Student				
	Facility	Cost/	Facility	Factor	Factor	Cost/	Cost/		
	Acreage	Acre	Capacity	SFR	MFR	SFR	MFR		
Elementary	12.00	\$ -	475	0.367	0.059	\$0	\$0		
Middle	25.00	\$ -	600	0.139	0.028	\$0	\$0		
High	40.00		1,200	0.135	0.039	\$0	\$0		
						\$0	\$0		
School Construction Cost:									
((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)									
				Student	Student				
	%Perm/	Facility	Facility	Factor	Factor	Cost/	Cost/		
	Total Sq.Ft.	Cost	Capacity	SFR	MFR	SFR	MFR		
Elementary	99.99%	\$ 19,000,000	475	0.367	0.059	\$14,679	\$2,360		
Middle	99.99%	\$ -	600	0.139	0.028	\$0	\$0		
High	99.99%		1,200	0.135	0.039	\$0	\$0		
						\$14,679	\$2,360		4083
Temporary Facility Cost:									
((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)									
				Student	Student	Cost/	Cost/		
	%Temp/	Facility	Facility	Factor	Factor	SFR	MFR		
	Total Sq.Ft.	Cost	Size	SFR	MFR				
Elementary	0.01%	\$ -	20	0.367	0.059	\$0	\$0		
Middle	0.01%	\$ -	25	0.139	0.028	\$0	\$0		
High	0.01%	\$ -	25	0.135	0.039	\$0	\$0		
					TOTAL	\$0	\$0		
State Funding Assistance Credit:									
CCA x OSPI Square Footage x Funding Assistance % x Student Factor									
				Student	Student				
	Current	OSPI Square	District	Factor	Factor	Cost/	Cost/		
	CCA	Footage	Funding %	SFR	MFR	SFR	MFR		
Elementary	\$ 213.23	90	0.00%	0.367	0.059	\$0	\$0		
Junior	\$ 213.23	117	0.00%	0.139	0.028	\$0	\$0		
Sr. High	\$ 213.23	130	0.00%	0.135	0.039	\$0	\$0		
					TOTAL	\$0	\$0		
Tax Payment Credit:									
						SFR	MFR		
Average Assessed Value						\$312,454	\$295,140		
Capital Bond Interest Rate						3.61%	3.61%		
Net Present Value of Average Dwelling						\$2,584,209	\$2,441,010		
Years Amortized						10	10		
Property Tax Levy Rate						\$2.52	\$2.52		
Present Value of Revenue Stream						\$6,512	\$6,151		
Fee Summary:									
				Single	Multi-				
				Family	Family				
Site Acquisition Costs				\$0	\$0				
Permanent Facility Cost				\$14,679	\$2,360				
Temporary Facility Cost				\$0	\$0				
State Funding Credit				\$0	\$0				
Tax Payment Credit				(\$6,512)	(\$6,151)				
FEE (AS CALCULATED)				\$8,166	(\$3,792)				
REQUIRED LOCAL SHARE ADJUSTMENT				\$4,083.16	(\$1,896)				
(PER ORDINANCE)									
FINAL FEE				\$4,083	\$0				

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 13, 2017

Strategic Focus Area

- ☒ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

Second Reading of Policy 2410: High School Graduation Requirements

- No changes since first reading

RECOMMENDED ACTION:

The Superintendent recommends approval of Policy 2410.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

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.

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: 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.230.093 Social studies course credits – Civics coursework
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

RCW 28A.655.061 — High school assessment system — Certificate of academic achievement — Exemptions — Options to retake high school assessment — Objective alternative assessment — Student learning plans
WAC 180-51 High School Graduation Requirements

WAC 392-121-182 Alternative learning experience requirements

WAC 392-169 Special Service Programs – Running Start Program

WAC 392-348 Secondary Education

WAC 392-410 Courses of Study and Equivalencies

WAC 392-410-350 Seal of Biliteracy

WAC 392-415-070 Mandatory high school transcript contents – Items --
Timelines

Management
Resources:

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

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: December 13, 2017

Purchase of Student Technology Devices

Strategic Focus Area

- ☒ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

The Steilacoom Historical School District received a 5-year Department of Defense Education Activity (DoDEA) grant to support military connected students. The grant focuses on math achievement through the use of technology and other educational resources within our K-8th classrooms.

Each year, the DoDEA grant will allocate funds for the purchase of new technology in the form of Chromebooks. In year one, there is \$165,000 available and requires a local match of \$44,000, for a total of \$209,000.

The district budgeted \$390,000 (District \$225,000/DoDEA \$165,000) for student technology purchases within the 2017-18 school year. The district has designed a two-phase approach for this year's deployment of student devices.

Phase 1:

Utilizing the DoDEA grant, 550 Chromebook student devices (22 Chromebook carts) will be purchased at a cost of \$209,000:

- 10 carts to Saltar's Point (grades 4 and 5 will be a 1:1 student ratio)
- 5 carts to Chloe Clark (grades 2 and 3 will be a 1:1 student ratio)
- 7 carts to Pioneer Middle (Pioneer will then have a total of 585 student devices)

Phase 2:

After completion of Phase 1, \$130,000 of the remaining \$181,000 budgeted amount will be used to purchase 340 Chromebook student devices (14 Chromebook carts).

The total project cost will be \$339,000 and provides 890 new student devices (36 additional Chromebook carts).

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the purchase of student technology equipment at a cost not to exceed \$339,000.

Report prepared by:

Jim Brittain, Executive Director of Finance and Operations

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 13, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

First Reading of Policy 5406 Leave Sharing

- Changes staff member to eligible recipient
- Modifies and clarifies language requiring that donors be those who earn holiday leave and accrue sick leave
- Adding illness as a need along with injuries and emergencies
- Leave sharing
- References laws and updated Policy News reference

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 5406 to second reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

LEAVE SHARING

The district ~~shall~~will establish and administer a leave sharing plan in which eligible employees may donate excess leave for use by ~~a staff member~~an eligible recipient who is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment or physical or mental condition, or who has been called to service in the uniform services.

Such a program is intended to extend leave benefits to ~~a staff member~~an eligible recipient who otherwise would have to take leave without pay or terminate his or her employment ~~with the district.~~

The superintendent ~~is directed to~~will establish procedures to donate leave for staff members who: (1) earn personal holiday leave, staff members who and (2) accrue annual leave and sick leave and staff members who accrue leave to be used for illnesses use by other staff in case of illness, injuries or emergencies. The superintendent is directed to administer the leave sharing plan in a manner consistent with state law and applicable collective bargaining agreements.

Cross References: 5021 - Conflicts Between Policy and Bargaining Agreements

Legal References: RCW 28A.400.380 Leave sharing program
RCW 41.04.650-665 Leave sharing program - Intent
WAC 392-126-004 -104 Finance

Management Resources: 2017 – December Issue
2010 - October Issue
Policy News, October 2004 Revisions to the State Leave Sharing Program
Policy News, August 1999 Staff may share personal holiday

Adoption Date: **2.27.08**

Revised Dates: **07.10.12;**