



The best education for every student.

STEILACOOM

Historical School District No. 1

Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, 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.

5/23/2018 07:00 PM

I. CALL TO ORDER (Action)

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

II. COMMENTS FROM THE AUDIENCE (Information)

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

III. PRESENTATIONS

a. Highly Capable Program (Information)

Presenter: Cynthia Haverkamp and students

IV. INTRODUCTION (Information)

Saltar's Point Elementary Dean of Students - Christine Firth

[Dean of Students Introduction.pdf \(p. 4\)](#)

V. RECOGNITION - Retirees (Presentation)

Janet Bettinger, Cherrydale Primary
Rene Boaglio, Saltar's Point Elementary
Eric Miller, Pioneer Middle
Danita Ross, Chloe Clark Elementary
Linda Taggart-Ross, Cherrydale Primary

VI. RECESS TO RECEPTION

VII. RECEPTION - RETIREES

VIII. RETURN TO PUBLIC MEETING

IX. CONSENT AGENDA

(Action)

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

[Approval of April and May 2018 Accounts Payable and April 2018 Payroll.PDF \(p. 5\)](#)

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

[Approval of April 25, 2018 Meeting Minutes.pdf \(p. 19\)](#)

[Approval of May 9, 2018 Study Session Minutes.pdf \(p. 22\)](#)

[Approval of Resolution 844-05-23-18 Interdistrict Agreement for Services.pdf \(p. 24\)](#)

[Approval of Resolution 845-05-23-18 Granting Authority to WIAA.pdf \(p. 25\)](#)

[Approval of Pierce County Skills Center Interdistrict Cooperative Agreement 2018-2028.pdf \(p. 27\)](#)

[Approval of Administrative Personnel Report.pdf \(p. 45\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 46\)](#)

[Approval of Classified Personnel Report.pdf \(p. 47\)](#)

X. OLD BUSINESS

a. Approval of Purchase of English Language Arts Curriculum

(Action)

Presenter: Paul Harvey

[English Language Arts \(K-5\) Curriculum Adoption.pdf \(p. 48\)](#)

b. Approval of Steilacoom High School Wrestling/Fitness Room Remodel Project

(Action)

Presenter: Jim Brittain

[SHS Wrestling and Fitness Room Remodel.pdf \(p. 49\)](#)

XI. NEW BUSINESS

a. 2018- 19 School Year Student Fees & Fines

(Information)

Presenter: Jim Brittain

[2018-19 School Year Student Fees and Fines.pdf \(p. 50\)](#)

b. First Reading of Policy 4260 Use of School Facilities

(Action)

Presenter: Jim Brittain

[First Reading of Policy 4260.pdf \(p. 54\)](#)

c. 2018 - 2023 Food Services Contract

(Information)

Presenter: Jim Brittain

[Food Services Contract 2018-2023 SY.pdf \(p. 59\)](#)

d. Approval of Pioneer Middle School Technology Purchase

(Action)

Presenter: Jim Brittain

[Pioneer Middle School Technology Purchase.pdf \(p. 60\)](#)

e. Election of Washington Interscholastic Athletic Association Representative

(Action)

XII. COMMENTS FROM THE AUDIENCE

(Information)

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XIII. BOARD COMMUNICATION

(Information)

XIV. ANNOUNCEMENTS

(Information)

XV. ADJOURNMENT

(Action)

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

Strategic Focus Area

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

BACKGROUND INFORMATION

Christine Firth joins our administrative team as Dean of Students at Saltar's Point Elementary School beginning July 1st. Christine's hire was approved by the Board at the April 25th, 2018 Board Meeting.

Christine moved from George Air Force Base in California to Lakewood, Washington when she was 7 years old and attended elementary, middle school, and high school in the Clover Park School District. Mrs. Firth attended and graduated from Central Washington University in Ellensburg with a Bachelor of Arts degree in Family Studies. She earned her Masters in Teaching in 2008 through City University of Seattle. Christine's first teaching job was with our school district, where she taught half day kindergarten at Cherrydale Primary School. She has taught 3rd grade at Cherrydale and has been a teacher at Saltar's Point for the past 7 years. Christine has been a part of the district ELA Cadre, IMC for ELA Curriculum, and the CSTP team piloting Student Surveys state wide.

Christine is completing her Educational Administrative Program through City University of Seattle and has spent the last year interning at Saltar's Point. Christine and her husband, Travis, have a four year old son named TJ.

From Christine ~ "Steilacoom School District has offered me many firsts in my educational career and I'm honored to continue my career in an administrative role".

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: May 23, 2018

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
<u>GENERAL FUND:</u>		
	Payroll	800803 to 800805 \$ 6,011.79
	Payroll A/P	123839 to 123864 \$ 721,842.90
	Payroll Taxes	\$ 411,528.78
	Direct Deposit	\$ 1,250,100.11
April 30, 2018	Accounts Payable	123865 to 123904 \$ 100,503.46
May 1, 2018	Accounts Payable	123905 to 123905 \$ 37,775.95
May 3, 2018	Accounts Payable	123906 to 123934 \$ 463,357.14
May 9, 2018	Accounts Payable	123935 to 123942 \$ 190.65
May 10, 2018	Accounts Payable	123943 to 123982 \$ 64,605.52
May 11, 2018	Accounts Payable	123983 to 123983 \$ 3,748.00
May 16, 2018	Accounts Payable	123984 to 124027 \$ 153,095.56
May 16, 2018	Accounts Payable	124027 to 124028 \$ 291.55
TOTAL GENERAL FUND:		\$ 3,213,051.41

CAPITAL PROJECTS FUND:

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

ASSOCIATED STUDENT BODY FUND:

May 1, 2018	Accounts Payable	403689	to	403689	\$ 37,705.83
May 3, 2018	Accounts Payable	403690	to	403694	\$ 4,538.23
May 4, 2018	Accounts Payable	403695	to	403696	\$ 4,482.33
May 9, 2018	Accounts Payable	403697	to	403702	\$ 4,854.68
May 10, 2018	Accounts Payable	403703	to	403713	\$ 258.25
May 10, 2018	Accounts Payable	403714	to	403716	\$ 33,868.75
May 15, 2018	Accounts Payable	403717	to	403721	\$ 3,457.43
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 89,165.50

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1
Financial Report - April 30, 2018
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of April 30, 2018 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	38,250,000	(1,088,127)	-2.77%	27,869,481
Expenditures & Other Financing Uses	40,509,700	38,500,000	(2,009,700)	-4.96%	25,373,423
 Excess Revenues/Other Financing Sources Over (under) Expend & Other Financing Uses	 (1,171,573)	 (250,000)			 2,496,058
			Transfer to Capital Projects		-
			Net Change in Unassigned Fund Balance		2,496,058

Fund Balances	9/1/2017	4/30/2018	Variance
Committed for Other Purposes	25,369	25,369	0
Unassigned Fund Balance	2,576,518	4,932,576	2,356,058
Unassigned Minimum Fund Balance	1,985,000	2,125,000	140,000
Fund Balance	4,586,887	7,082,945	2,496,058

Capital Projects Fund:

Beginning Fund Balance 9/1/2017		1,881,516	
General Fund Transfer to Capital Projects	0		
Revenues	88,746		
Expenses	0		
		<u>88,746</u>	
Ending Fund Balance 4/30/2018			<u><u>1,970,263</u></u>

Fund Balance - Impact Fees \$321,479 - Turf Field Replacement \$100,000 - Unassigned Fund Balance \$1,548,784.

Debt Service Fund:

9/1/2017 Beginning Fund Balance	4/30/2018 Ending Fund Balance	Variance
3,210,446	3,810,822	600,376

Transportation Fund:

83,856	84,487	631
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ASB Fund:

282,284	407,923	125,639
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Anderson Island	575	857	282
Cherrydale	8,238	21,581	13,343
Chloe Clark	6,716	14,446	7,730
Saltar's Point	5,886	12,274	6,388
Pioneer Middle	69,438	111,921	42,483
Steilacoom High	191,431	246,843	55,412
Total Ending ASB Fund Balance	<u>282,284</u>	<u>407,923</u>	<u>125,638</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 April, 2018

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	7,292,600	2,871,347.07	6,681,337.28		611,262.72	91.62
2000 LOCAL SUPPORT NONTAX	1,007,751	53,961.29	741,861.82		265,889.18	73.62
3000 STATE, GENERAL PURPOSE	22,755,712	2,029,941.39	15,555,591.53		7,200,120.47	68.36
4000 STATE, SPECIAL PURPOSE	5,575,117	420,870.91	3,201,522.42		2,373,594.58	57.43
5000 FEDERAL, GENERAL PURPOSE	353,244	.00	244,944.89		108,299.11	69.34
6000 FEDERAL, SPECIAL PURPOSE	2,328,704	242,103.48	1,440,575.17		888,128.83	61.86
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	21,500	.00	820.00		20,680.00	3.81
9000 OTHER FINANCING SOURCES	3,500	61.20	2,828.18		671.82	80.81
Total REVENUES/OTHER FIN. SOURCES	39,338,128	5,618,285.34	27,869,481.29		11,468,646.71	70.85
B. EXPENDITURES						
00 Regular Instruction	22,344,036	1,648,509.61	14,034,339.90	6,066,282.74	2,243,413.36	89.96
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	4,834,383	390,083.21	3,070,121.34	1,548,063.60	216,198.06	95.53
30 Voc. Ed Instruction	1,635,228	103,682.96	987,088.22	376,060.37	272,079.41	83.36
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,551,116	101,289.22	905,723.42	379,772.22	265,620.36	82.88
70 Other Instructional Pgms	1,126,712	49,657.05	478,435.20	113,093.40	535,183.40	52.50
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	9,018,267	784,128.58	5,897,714.92	2,501,706.72	618,845.36	93.14
Total EXPENDITURES	40,509,742	3,077,350.63	25,373,423.00	10,984,979.05	4,151,339.95	89.75
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	100,000	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,271,614-	2,540,934.71	2,496,058.29		3,767,672.29	296.29-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	4,440,500		4,586,886.77			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,168,886		7,082,945.06			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 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	1,243,386	4,932,575.83
G/L 891 Unassigned Min Fnd Bal Policy	2,000,000	2,125,000.00
<u>TOTAL</u>	3,168,886	7,082,945.06

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 April, 2018

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	105,000	26,905.32	88,746.37		16,253.63	84.52
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>	<u>1,375,000</u>	<u>26,905.32</u>	<u>88,746.37</u>		<u>1,286,253.63</u>	<u>6.45</u>
B. EXPENDITURES						
10 Sites	45,000	.00	.00	28,749.84	16,250.16	63.89
20 Buildings	2,800,000	.00	.00	0.00	2,800,000.00	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>	<u>2,945,000</u>	<u>.00</u>	<u>.00</u>	<u>28,749.84</u>	<u>2,916,250.16</u>	<u>0.98</u>
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	<u>1,570,000-</u>	<u>26,905.32</u>	<u>88,746.37</u>		<u>1,658,746.37</u>	<u>105.65-</u>
F. TOTAL BEGINNING FUND BALANCE						
	2,145,000		1,881,516.15			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE						
<u>(E+F + OR - G)</u>	<u>575,000</u>		<u>1,970,262.52</u>			

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	321,479.03
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	1,548,783.49
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	575,000	1,970,262.52

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 April, 2018

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	7,223,757	2,866,431.69	6,557,558.51		666,198.49	90.78
2000 Local Support Nontax	6,500	701.20	10,517.73		4,017.73-	161.81
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
Total REVENUES/OTHER FIN. SOURCES	7,230,257	2,867,132.89	6,568,076.24		662,180.76	90.84
B. EXPENDITURES						
Matured Bond Expenditures	4,940,000	.00	4,940,000.00	0.00	.00	100.00
Interest On Bonds	1,961,250	.00	1,027,400.00	0.00	933,850.00	52.38
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
Total EXPENDITURES	6,906,250	.00	5,967,700.00	0.00	938,550.00	86.41
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)	324,007	2,867,132.89	600,376.24		276,369.24	85.30
F. TOTAL BEGINNING FUND BALANCE	3,180,000		3,210,445.93			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,504,007		3,810,822.17			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	3,504,007	3,810,822.17
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	3,810,822.17

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 April, 2018

A. REVENUES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	160,380	3,308.20	146,414.49		13,965.51	91.29
2000 Athletics	135,750	5,483.00	35,178.76		100,571.24	25.91
3000 Classes	61,650	7,392.15	27,418.62		34,231.38	44.47
4000 Clubs	435,340	12,657.96	224,056.43		211,283.57	51.47
6000 Private Moneys	16,700	3,093.43	12,220.65		4,479.35	73.18
<u>Total REVENUES</u>	809,820	31,934.74	445,288.95		364,531.05	54.99
<u>B. EXPENDITURES</u>						
1000 General Student Body	160,236	591.14	28,707.28	4,522.11	127,006.61	20.74
2000 Athletics	165,910	6,550.20	87,778.43	15,783.14	62,348.43	62.42
3000 Classes	62,100	985.21	22,560.69	19,922.32	19,616.99	68.41
4000 Clubs	417,859	7,132.89	173,645.71	44,783.88	199,429.41	52.27
6000 Private Moneys	18,705	.00	6,957.51	0.00	11,747.49	37.20
<u>Total EXPENDITURES</u>	824,810	15,259.44	319,649.62	85,011.45	420,148.93	49.06
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	14,990-	16,675.30	125,639.33		140,629.33	938.15-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	276,180		282,283.57			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	261,190		407,922.90			
<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	407,922.90
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	407,922.90

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 April, 2018

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	99.84	631.12		131.12-	126.22
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	7,500	.00	.00		7,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>8,000</u>	<u>99.84</u>	<u>631.12</u>		<u>7,368.88</u>	<u>7.89</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>8,000</u>	<u>99.84</u>	<u>631.12</u>		<u>7,368.88</u>	<u>7.89</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>10,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>2,000-</u>	<u>99.84</u>	<u>631.12</u>		<u>2,631.12</u>	<u>131.56-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>83,450</u>		<u>83,856.07</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	<u>81,450</u>		<u>84,487.19</u>			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	81,450	84,487.19
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	84,487.19

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



Regular Meeting Minutes
Pioneer Middle School 1750 Bob's Hollow Lane DuPont, Washington
Wednesday, 4/25/2018

STUDY SESSION:

- Agenda review

REGULAR MEETING:

I. CALL TO ORDER

Board Chair Bob Forbes called the meeting to order at 7:00 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

All Directors and Superintendent Weight present.

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

II. COMMENTS FROM THE AUDIENCE

No comments.

Board Chair Forbes recognized Steilacoom Mayor Ron Lucas and DuPont Councilmember Eric Corp in the audience.

III. PRESENTATION

a. Saltar's Point Elementary School Marimba Band

Saltar's Point Elementary Principal Alex Clauson introduced music director Erin Bathurst. Two separate 5th grade marimba bands performed. Ms Bathurst also directs 4th grade marimba bands.

b. Steilacoom High School Students Trip to China

Principal Mike Miller introduced teachers Christina Zimmerman and Gabriel Van Whye who chaperoned 14 Steilacoom High students (Emily McGann, Iyanna White, Julie Burlingame, Lily Rodrigueuz, Olivia Woo, Isabelle Rohrer, Wesley Snyder, Cameron Mendoza, Noah Burlingame, Mitchell Ballou, Broghan Zimmerman, Noah Gauntz, Hannah Sheil and Inayah Raheem) who traveled to China with Steilacoom Mayor Ron and Jan Lucas on a cultural exchange visit. Staff and students shared their experiences in person and with a short video. They thanked the Board for approving the trip and expressed a desire that future students be able to enjoy a similar cultural exchange experience. Mayor Lucas addressed the board with additional trip highlights and words of appreciation.

IV. RECOGNITION

a. Volunteer Appreciation

Executive Director Paul Harvey reported on the 2017-18 Volunteer Program, run by Volunteer Coordinator Dana Ballou.

- Saltar's Point Elementary Principal Clauson recognized his PTA Board members Maria-Teresa Correll, Diane Henderson, Roberta Arif, Justina Musel and Joie Davis.
- Pioneer Middle Principal Fernandes recognized Larry Rogers for his work with the W.A.T.C.H. DOG program and all around volunteer.

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

- Chloe Clark Elementary Principal Yoho recognized Liz Hunt for the community garden project and the various aspects of student learning it provides, and Mr. Daniel Palmer, “Encourager in Chief”.
- Cherrydale Primary Principal Douglas recognized Bettye Craft, who has been volunteering since in the 2001.
- Anderson Island Elementary Principal Greer recognized Mr. David Kirkland.
- Steilacoom High Administrative Team recognized Mr. Derek Bonaldo, a counseling intern turned volunteer extraordinaire.

b. Certificated School Employees Recognition

Chair Forbes acknowledged certificated school employees month, May 2018, and expressed his appreciation for their dedication and commitment. Superintendent Weight also acknowledged the 190 certificated staff with combined years of teaching totaling 2,689.09.

V. CONSENT AGENDA

Director Pierce made a motion to approve the Consent Agenda which included attached personnel reports, accounts payable, payroll and financial reports; Director Schenk seconded the motion and the motion passed (5/0).

VI. OLD BUSINESS

a. English Language Arts (Grades K-5) Curriculum Adoption Process

Director Harvey presented the ongoing ELA adoption process. Final approval will come to the Board at the May 23, 2018 school board meeting.

VII. NEW BUSINESS

a. Approval of Resolution 843-04-25-18 2018-19 School Year Certificated Contract List

Director McDonald made a motion to approve Resolution 843-04-25-18, 2018-19 school year certificated contracts; Director Scott seconded the motion and the motion passed (4/0). Director Schenk recused from the motion.

VIII. COMMENTS FROM THE AUDIENCE

Tanya Rontos, SEA President, thanked the Board and Administrative Team for recognizing the certificated staff. Mary Snyder, parent and staff, thanked the Board and community for the China trip. She felt it helped her military-connected son feel more connected to the Steilacoom community while experiencing a new country.

IX. BOARD COMMUNICATION

No communication.

X. ANNOUNCEMENTS

No announcements.

XI. RECESS TO EXECUTIVE SESSION

Chair Forbes recessed the public meeting to Executive Session at 8:04 pm, anticipating the session to last 15-30 minutes.

XII. EXECUTIVE SESSION

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

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

No decisions made.

XIII. RETURN TO PUBLIC MEETING

Chair Forbes resumed the public meeting at 8:15 pm.

XIV. ADJOURNMENT

Director Schenk made a motion to adjourn the meeting at 8:15 pm; Director Pierce seconded the motion and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, WA
Wednesday, 5/9/2018**

1. CALL TO ORDER

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

Executive Director Dr. Paul Harvey led the Pledge of Allegiance.

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

Director McDonald made a motion to approve the agenda; Director Scott seconded the motion and the motion passed (4/0).

2. TOPIC FOR BOARD DISCUSSION

a. English Language Arts Curriculum Review

Executive Director Harvey reviewed the curriculum adoption process to date. He then introduced three members of his 19 member team, Christine Firth, 5th grade Saltar's Point Elementary; Andrew Senko, 3rd grade teacher Cherrydale Primary, and Hannah Engstrom, Kindergarten teacher, Cherrydale Primary, who shared their views in comparing the three English Language Arts curriculum choices. Discussion around technology components, accessibility, staff training and transitioning the new curriculum to the staff ensued. The curriculum is aligned to Common Core Standards, where existing curriculum is not. McGraw Hill Wonders offered an attractive, user friendly on-line component and can be used with a variety of student learning styles. McGraw Hill Wonders is the curriculum that will be recommended for adoption at the May 23, 2018 Board meeting.

Chair Forbes recognized Eric Corps, DuPont City Council member in the audience.

b. Summer Projects

Chief of Finance & Operations Brittain and Assistant Principal Tyrrell presented a proposed project remodel of the Steilacoom High School Weight/Fitness/Auxiliary rooms. Discussion included replacing and adding equipment, design and layout, safety needs, ability to offer more, varied P.E. classes and improved spaces for athletics and extra-curricular. Other items presented were replacement of the SHS Chiller, moving playground equipment, general summer maintenance projects throughout the district and their various funding sources.

3. RECESS TO EXECUTIVE SESSION

Chair Forbes recessed the meeting to Executive Session at 7:14 p.m. with an estimated a 20 minute duration. No action will be taken in Executive Session.

4. EXECUTIVE SESSION

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

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

5. RETURN TO PUBLIC MEETING

Chair Forbes returned the meeting to public session at 7:53 pm.

6. ADJOURNMENT

Director Scott made a motion to adjourn the meeting at 7:53 pm; Director McDonald seconded the motion and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)

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

Resolution No. 844-05-23-18

WHEREAS, each school district of the State of Washington is authorized by RCW-13.030 to participate in the inter-district agreements, and secure appropriate educational opportunities for its students with disabilities;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of Steilacoom Historical School District No. 1 be authorized to enter into an inter-district agreement with the following school districts for the 2018-2019 school year: Clover Park School District, Franklin Pierce Schools, North Thurston Public Schools, ReLife School and Tacoma School District, to receive educational services for students with disabilities ages 3 through 21.

Adopted by a majority of the Board of Directors at the regular meeting held on the 23rd day of May 2018.

(Chair)

Attest:

(Secretary/Superintendent)

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

Resolution No. 845-05-23-18

RESOLUTION, WASHINGTON, DELEGATING AUTHORITY TO WIAA

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. grants authority to each school district board of directors to control, supervise and regulate the conduct of interschool athletic activities and other interschool extracurricular activities of an athletic, cultural, social, or recreational nature for students in the district.

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. authorizes school district boards of directors to delegate control, supervision and regulation of any of the aforesaid activities to any voluntary, nonprofit entity and to compensate any such entity for services provided subject to the satisfaction of certain conditions and approval by the State Board of Education.

WHEREAS the Washington Interscholastic Activities Association is a voluntary, nonprofit entity which has satisfied the conditions, expressly set forth in Chapter 32, Laws of 1975-76, 2nd Ex. Sess. and has further been approved by the State Board of Education in action taken on August 17, 1977.

WHEREAS the Board of Directors of the Steilacoom Historical School District No. 1 being otherwise fully informed of the rules and regulations of the Washington Interscholastic Activities Association as approved by the State Board of Education and recognizing that said rules and regulations provide for private sponsorship of post-season tournaments for extracurricular activities by WIAA, consent to abide by such rules and regulations.

NOW THEREFORE, the Board of Directors of the Steilacoom Historical School District No. 1 hereby delegates to the Washington Interscholastic Activities Association the authority to control, supervise and regulate interschool activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

THE FOREGOING RESOLUTION was adopted at a regular meeting of the Board of Directors of the aforesaid School District on the 23rd day of May 2018 the following members being present and voting:

Board of Directors:
Steilacoom Historical School District No. 1
Pierce County, Washington

Chair

Vice Chair

Attest to:

Kathi Weight
Superintendent/Board Secretary

INTERSCHOLASTIC OFFICIALS L&I COVERAGE STATEWIDE

Beginning July 1, 1988, interscholastic sports officials were covered by Washington State Labor and Industries via a common rate and payment system that eliminated game-by-game calculation and record keeping by school and/or district business offices. WIAA will guarantee payment of L&I premiums for WOA registered officials for all interscholastic activities under WIAA's jurisdiction and will assess WIAA member schools via classification rates at the same time service fees are billed. Officials L&I coverage is only in effect for activities authorized and offered by School Board approval and listed on the school's WIAA membership form.

**INTERDISTRICT COOPERATIVE AGREEMENT
FOR THE FINANCING AND OPERATION OF
THE PIERCE COUNTY SKILLS CENTER**

This Agreement, by and between the following school districts (each hereinafter referred to as “Member District”), provides for the establishment and implementation of the Pierce County Skills Center (hereinafter referred to as “PCSC”):

Bethel School District
Eatonville School District
Fife School District
Franklin Pierce School District
Orting School District
Steilacoom Historical School District
Sumner School District
Tacoma School District
White River School District

It is agreed by and among the several parties hereto as follows:

I. Need and Purpose of Operation

Since 2008, the PCSC has strived to provide students with regional access to comprehensive, industry-defined career and technical programs of study that prepare students for careers, employment, apprenticeships, and post-secondary education. This Agreement is intended to avoid unnecessary program duplication and purchasing of expensive training equipment by individual districts, and to provide flexibility in operation that will facilitate rapid program adjustments and most emergency educational needs as they arise.

II. Terms of Agreement

The term of this Agreement shall be for a period of ten (10) years on a fiscal year basis effective September 1, 2018 through August 31, 2028. The term of this Agreement is subject to the provisions of withdrawal and dissolution herein contained (Paragraphs VIII and IX).

III. Location of Serving Facility

The PCSC core facility is located at 16117 Canyon Road East, Puyallup, Washington 98375. The Governing Board shall have the authority to consider satellite or branch campus sites when/if appropriate. Considerations given by the Governing Board shall include any applicable statutorily or administratively mandated criteria as specified in the Revised Code of Washington

or the Washington Administrative Code, and may include any practical criteria as raised for consideration by the Governing Board.

IV. Membership and Participation

- A. A Member District is defined as those districts eligible for full rights, privileges and responsibilities to include full representation on the Governing Board. Districts eligible for and considered to be members as of the signing of this Agreement are: Bethel School District, Eatonville School District, Fife School District, Franklin Pierce School District, Orting School District, Steilacoom Historical School District, Sumner School District, Tacoma Public Schools, and White River School District.
- B. The Host District is the Bethel School District, No. 403. The Host District is also a Member District. A Participant District is a school district, private school, or individual public school that is not a Member District as defined in Paragraph IV(A). A Participant District may apply to the Governing Board to allow students to attend PCSC and pay a per student fee as to be determined by the Governing Board, as described in Paragraph VI(A)(3), VI(C)(1)(a), and VI(C)(1)(b).

V. Administrative Structure

- A. The Governing Board shall consist of the superintendent or his/her designee from each Member District. The superintendent or his/her designee shall have an equal vote. The PCSC Director will serve as secretary and ex-officio member of the Governing Board.
- B. The Governing Board will govern the PCSC under the direction and policies formulated and shall have the following responsibilities:
 - 1. Ensure the Cooperative is operating in a manner consistent with this Agreement and in accordance with the laws and regulations of the State of Washington.
 - 2. Formulate and establish policies and procedures relating to the operation of the PCSC intended to differ from the general operational policies and procedures of the Host District.
 - 3. Receive and act on recommendations from the Member Districts, the PCSC Director, and such advisory committees as might be subsequently established.
 - 4. Review and/or approve rules and regulations concerning the operation of the PCSC.
 - 5. Determine and approve organization and staffing levels of the PCSC.
 - 6. Review and approve course offerings.
 - 7. Determine and approve the slot assignments of students from the Member Districts.
 - 8. Review appropriate information and establish on an annual basis:
 - a. An estimate of any operating costs of the program that are not funded from state or federal sources.
 - b. Any changes in method of sharing the unfunded costs.

- c. Any changes to responsibilities or services to be provided by Member or Participant Districts directly to the PCSC (i.e., transportation, special education, etc.)
 - d. Member District share value and slot allotment.
 - e. Participant District share value and slot allotment.
 - f. Assessments for all districts' share of the SPED Liaison position fee pursuant to the provisions of this Agreement.
 - g. A calculation of the annual fees/deposits into the Minor Repair and Capital Maintenance Account and any other fund as deemed necessary by law or by the Member Districts.
- 9. Establish and amend by-laws to govern the Governing Board organization, composition, and conduct.
- 10. Be responsive to the Director of the PCSC to assist with operational decisions and emergencies.
- C. The Host District will have the following responsibilities:
 - 1. Select, supervise, evaluate, and employ the PCSC Director on terms and conditions approved by the Governing Board.
 - 2. Operate and manage the PCSC in accordance with Host District policy and procedures unless the Governing Board specifically addresses an issue in a policy or procedure of the Cooperative.
 - 3. Hire, evaluate, and, if necessary, terminate the employment of employees consistent with the budget, policies and procedures of the Governing Board.
 - 4. Provide support in the areas of personnel, finance, technology support, and special education.
 - 5. Maintain and operate facilities, as funds are available.
- D. The Director of the PCSC shall:
 - 1. Develop a budget each year for review and approval by the Governing Board based on minimum projected enrollment figures.
 - a. The budget shall allow for fluidity of program changes.
- E. An Operations Committee shall be maintained to serve as an advisory and coordinating link between participating high schools and the PCSC. Members of the Operations Committee shall consist of representatives from the Member Districts. Representatives may include: Career and Technical Education directors, high school principals, and/or counselors from Member Districts. The Director of the PCSC shall chair the Operations Committee.
- F. A General Advisory Council (GAC) shall be maintained to serve as an advisory and coordinating link between the PCSC and the business communities within the Member Districts. Members shall represent both employers and employees, as well as representatives from post-secondary education. Selection and appointment to the GAC

shall be made by the Governing Board. The director of the PCSC shall chair the General Advisory Committee. The GAC shall:

1. Provide information to the Governing Board pertaining to the business atmosphere of the Member District communities and provide advice and recommendations.
2. Make recommendations to the Governing Board concerning budgets, rules, regulations and operational procedures as related to the PCSC.

VI. Description of Joint Financing Arrangement

A. Capital Investment:

1. It is mutually agreed that existing building facilities and equipment have been provided and maintained in accordance with program needs as approved by the Governing Board.
2. Pursuant to RCW 28A.245.100, the Host District shall maintain a separate Minor Repair and Maintenance Capital Account for facilities constructed or renovated with state funding. Member and Participant Districts must make an annual deposit into the account to pay for future minor repair and maintenance costs of those facilities as determined on an annual basis by the Governing Board. The amount of the deposit shall be reviewed annually (See Appendix II) and shall be no less than \$50 per student based on the Member and Participant District's averaged student counts from the October and February P223 report.
3. Future capital improvements and major facility equipment purchases shall first be financed through the Minor Repair and Maintenance Capital Account. Any expenses in excess of the Minor Repair and Maintenance Capital Account shall be financed according to a separate plan to be adopted by the Governing Board and submitted to the Board of Directors of the Member Districts in this Agreement for approval. Capital investment funding shall be prorated among all member districts party hereto based on the share value and slot allotments as determined by the Governing Board (see Appendix I).

B. Operational Costs:

1. The cost of operating the PCSC shall be met in the following manner:
 - a. State apportionment funds from state support for secondary students enrolled in the PCSC.
 - b. All Classified Staffing Units (CLS) and associated benefits generated by, or on behalf of, the PCSC by the host district shall be allocated to the PCSC.
 - c. Any federal, state, local, or private allotments, grants, or contract training agreements received expressly for the PCSC (i.e., summer school funds, barrier reduction funds, Perkins).
 - d. Any interlocal FTE agreements between PCSC and community and technical colleges.

2. Definition of Terms:

- a. Cost of Operation: Cost of operation is defined to mean the total cost of operating and supporting the PCSC program, but specifically excludes capital investments and major items of equipment.
- b. Student Enrollment Hours: Student enrollment hours are hereby defined to mean the hours for which each student is enrolled and carried on the PCSC register without regard to the actual attendance of students at the PCSC.
- c. State Apportionment Funds: State apportionment funds are those funds paid by the state in support of approved program offerings of the PCSC. For this Agreement, funds shall follow the student to the Host District at a .54 FTE or greater for every slot. This shall apply to students from both Member and Participant Districts.
- d. Slot: A slot is a measure of participation and consists of the equivalent of three (3) consecutive, fifty (50) minute periods of enrollment per 180-day calendar year.

3. Procedures:

- a. An annual program budget shall be developed by the PCSC Director and submitted to the Governing Board for review and approval. If approved, the budget shall be transmitted to the Board of Directors of the Host District for action. A program budget account and format shall be maintained for auditing, accounting, and reporting purposes.
- b. The Host District shall report student enrollment and claim state apportionment up to 1.0 FTE for each student enrolled in the PCSC in accordance with state guidelines, with the PCSC first claiming its share of FTE, followed by the sending Member or Participant District. Students enrolled in both a high school and a skills center may be claimed up to a total of 1.6 FTE based on their enrolled hours. Each student from a Member or Participant District enrolled at PCSC for a three-period session will be counted for apportionment purposes by the Host District for a minimum of .54 FTE (or an FTE percentage in alignment with OSPI) per student. A student may qualify for additional classes from PCSC (i.e., additional program hours, summer school, a second skills center program, academic courses, etc.) Remaining FTE will be allocated based on enrollment hours.
 - i. Exceptions to minimum enrollment requirements may be made by a vote of the Governing Board.
 - ii. Minimum enrollment exceptions will be reviewed for re-approval by the Governing Board on an annual basis.
- c. Each Member District's entitlement to a percentage of allocation of student slots shall be based on total enrollment in grades 9-12 of the Member Districts

as reported to the Office of the Superintendent of Public Instruction.

Exceptions to this distribution may be allowed with the consent of the Governing Board.

- d. Unused slots by one Member District may be used by another Member District on a first come, first served basis.
- e. If there are remaining slots not used by the Member Districts, they may be used by Participants with approval of the Governing Board. Participant and home school students must enroll in their district of residence or complete an inter-district transfer and enroll in a Host District high school for the time they are attending PCSC.
- f. The Host District shall claim any other federal, state, local or private grants or allotments available to the PCSC, including intellectual property and miscellaneous revenue.
- g. The Host District shall control, monitor, and audit all financial transactions at the PCSC by following procedures of the State Accounting Manual. The Host District shall identify any additional costs and present the matter to the Governing Board prior to the preparation of the budgets by the Member Districts.
- h. The Host District shall charge no more than five percent (5%) of the apportionment dollars received by the PCSC for its operation. This indirect cost will be collected at a time determined by mutual agreement between the Host District and the Governing Board. The Host District will provide the Governing Board with documentation of indirect costs and this amount may be adjusted depending upon the actual experiences of the Cooperative and the Host District on an annual basis. Extraordinary expenses for costs such as attorneys' fees and litigation costs approved by the Governing Board will be paid by the Host District and amortized over a period of time agreed between the Governing Board and the Host District.
- i. Transportation costs to and from PCSC for transporting students in district buses shall be borne by the district of student residence.
- j. In the case where the approved budget revenue is short by reason of allocated and accepted slots being unused, that portion of the deficiency shall be the responsibility of the Member District or Districts failing to fill their allocated and accepted slots and such responsibility shall be distributed in proportion to the deficiency or deficiencies.
- k. Any additional costs beyond the approved budget amount shall be prorated among all districts in the Agreement according to their percentage of allocated student slots in the PCSC. Excess costs shall be defined as costs beyond the State Apportionment funds excluding special capital improvements. Any

additional/excess costs must be made known to Member Districts no later than three (3) months prior to the beginning of the fiscal year in which the additional costs must be paid. The Governing Board may approve additional expenses in the event of an unforeseen circumstance or emergency.

- i. Any situations not covered in the foregoing provisions shall be resolved by decision of the Governing Board.

4. Students with Disabilities:

- a. The resident district understands, acknowledges, and agrees that it is ultimately the entity responsible for ensuring that the substantive and procedural rights of its students with disabilities are being afforded in a way that complies with all applicable federal and state laws and regulations, including its obligation to provide disabled students with a Free Appropriate Public Education. The resident district also understands, acknowledges, and agrees that it remains solely responsible for the provision of related services to disabled students; including providing or funding the cost of transportation, paraeducator, interpreter, or assistive technology support if the disabled student's IEP or Section 504 plan calls for such services.
- b. In order to ensure that the resident district can meet its obligations for students with disabilities who attend the PCSC, PCSC agrees it will:
 - i. Follow any disabled student's Individualized Education Plan (IEP) or Section 504 Plan when the student is receiving educational services from PCSC, including providing any appropriate accommodations and modifications.
 - ii. Make a staff member available to participate in an IEP or Section 504 Team Meeting for a disabled student who is or may be attending PCSC when such participation is requested by either the resident district or the parent/adult student (telephonic participation is an acceptable method of participation).
 - iii. Alert the resident district if the disabled student violates a rule or regulation of the PCSC that will result in the disabled student being excluded from the PCSC, so that the resident district may conduct timely manifestation determination reviews.
 - iv. Provide information regarding the student's program to the IEP or Section 504 team upon request, including providing information as part of an eligibility evaluation or re-evaluation.
- c. The Parties jointly agree that if a claim, complaint, or due process hearing is brought in relation to a disabled student who is attending PCSC that involves the provision of services or actions attributable to one or both parties, the

Parties will confer to discuss the matter and to resolve the responsibility for the defense of the allegations.

- C. PCSC Funding for Special Education Liaison/Support Staff:
 - 1. PCSC will employ a SPED Liaison/Support staff position who will coordinate all special education/Section 504 students at the PCSC. The base salary of the SPED Liaison shall be reimbursed to PCSC by the Member and Participant Districts payable based on each member district's actual percentage of special education/Section 504 students as determined by the averaged counts from the October and February P223 report. This assessment shall be payable on or before August 31 of each school year. The remainder of the SPED Liaison's salary will be paid out of the PCSC operating budget. A Participant District that is not a member of the PCSC cooperative that has a student(s) enrolled and attending PCSC Skills Center on a space available basis will:
 - a. Pay their share of the Special Education Liaison/Support Staff Fee as defined in Paragraph VI(C)(1).
 - b. Pay a fee of \$150 per student per year to the PCSC Minor Repair and Capital Maintenance Account as described in Paragraph VI(A)(3) payable on or before August 31 of the current school year.
- D. Student Participation at PCSC:

Students from each Member District are eligible to attend PCSC based on each district's share value and slot allotment. The share value and slot allotments shall be updated annually to maintain a five-year rolling slot allotment (see Appendix I).
- E. Student Information:
 - 1. The PCSC shall have access to student information of enrolled students from the data resource center of the Member and Participant Districts, including, but not limited to, health records, discipline records, Special Education/504 records or any information pertinent to the student enrollment at the PCSC.
 - 2. Upon request, the PCSC may be provided directory information related to students to the extent allowable under the Family Education Records Privacy Act (FERPA) (see Paragraph VI(B)).

VII. Program Scope, Eligibility and Retention

- A. Program:
 - 1. The program or course offerings of PCSC shall be determined by the Governing Board in keeping with the purpose and intent of the PCSC. The Director will identify and recommend potential new programs based on demand as measured by input from advisory committees and needs analysis as performed by industry groups and local/regional workforce and economic development agencies.

2. A feasibility study will be completed prior to the Governing Board approving a course in a new or tentative program area.
3. The PCSC facility may be made available for purposes other than secondary CTE only after the demands of secondary CTE have been met and when the other uses do not interfere with the PCSC's primary mission.

B. Approval of Courses:

Only CTE courses approved by OSPI will be offered by the PCSC. Academic courses may be offered upon approval from the Governing Board. All PCSC personnel and programs shall meet the requirements for CTE as identified by the OSPI and the State Board of Education.

C. Services:

PCSC, in cooperation with the administration and counseling staff in the Member District high schools, shall make adequate provision for the availability of ancillary services. The PCSC shall maintain student employment, placement and follow-up records on all graduates.

D. Student Eligibility:

1. Any student enrolled in a high school of any Member District is eligible to attend the PCSC, subject to the following:

- a. General admission requirements as established by the Governing Board.
- b. Requirements set by the Board of Directors of the district of student residence.
- c. Availability of space according to the number of slots allotted the district of residence of the student. Participant/Homeschool students shall be enrolled on a space-available basis.
- d. A determination of the appropriateness of the placement in the program, including such things as attendance, disciplinary records, grades, progress towards graduation, ability to accommodate special needs, English Language Learners, etc.

2. Academic Courses:

PCSC may operate academic courses for students co-enrolled in a PCSC CTE program. The academic instructional staff will meet the Washington State certification requirements qualifying them to teach the academic course.

- a. Academic Course Student Eligibility: Any student who is a resident of any district, party hereto, is eligible to attend a PCSC academic course if they meet the following criteria:
 - i. The student is co-enrolled in a PCSC CTE program.
 - ii. The student has permission of the resident high school, administrator or counselor.
 - iii. There is available space in the academic program courses.

3. Dropout Retrieval Programs:

PCSC may offer or partner in a high school dropout completion program. To avoid competition with other Member District high schools, the dropout program(s) shall be designed as a dropout prevention and retrieval program for at-risk and credit-deficient students or for fifth-year seniors. It is agreed, as defined by RCW 28A.245.070, that PCSC may grant a PCSC Academy High School diploma to dropout program students on behalf of the student's resident district who have met the minimum State Board of Education graduation requirements.

a. Dropout Program Student Eligibility: Any student who is a resident of any Member/Participant District, party hereto, is eligible to attend the dropout program if they meet the following criteria:

- i. The student is a high school dropout under the age of 21, a fifth-year senior, a credit deficient student, or an at-risk student.
- ii. The student is co-enrolled in a PCSC CTE program.
- iii. The student has permission from the resident high school district.
- iv. Availability of space in the dropout program, provided the total number of enrolled students from any one Member/Participant district is less than 50 percent of the total number of student enrolled in the dropout program to ensure equal opportunities exist for students to attend from each Member/Participant District.

4. Summer School:

a. PCSC is authorized to offer summer school when state funding is available.

The purpose of summer school is to:

- i. Provide opportunities for students to attend approved CTE programs that are aligned with PCSC yearlong programs.
- ii. Promote CTE and skills center programs.
- iii. Enhance employability and industry-ready skills.
- iv. Support the individual student's High School and Beyond plan where students earn high school credits that meet graduation requirements.
- v. Reduce barriers for students by providing access to PCSC programs through flexibility in scheduling and location, i.e., satellite programs.
 1. Summer school programs will be open to students in grades 9-12. Students who have completed the 8th grade are eligible to attend summer school. PCSC may continue to serve a graduated senior until the end of the school year (August 31) for completion of their industry certification program.

E. Retention:

Continued enrollment of students in the PCSC shall be governed by policies established by the Governing Board and by policies of the district of residence of the student.

- F. Skills center branch campuses and skills center satellite programs:
1. A branch campus of PCSC is a facility or site which provides three or more skills center programs at a location other than the core skills center campus and is in compliance with OSPI rules and regulations that govern skills centers and CTE education programs. A skills center branch campus will offer skills center programs that are either provided directly by PCSC or through a contractual service at a location other than the core skills center.
 - a. PCSC, as stipulated in WAC 392-600-100 (branch campuses) or 392-600-110 (satellite campuses), must request approval from OSPI for operation of a branch/satellite campus.
 2. A branch campus shall:
 - a. Develop a cooperative agreement with the participating school districts.
 - b. The superintendent or designee of the branch campus district shall sit on the PCSC Governing Board as a non-voting member, unless the host district is an existing Member District.
 - c. Develop a Governing Board consisting of the superintendents of each of the branch campus cooperative school districts.
 - d. Develop an interlocal agreement between the host district of PCSC (Bethel School District) and the host district of the branch campus.
 - e. Pay a fee to PCSC for consulting for operations and monitoring for compliance with skills center rules and regulations and with accountability compliance to the interlocal agreement.
 - f. Comply with all accountability measures, including OSPI accounting and operational rules, OSPI skills center rules, OSPI CTE standards, approval of new CTE programs, and financial stability monitoring.
 3. PCSC shall:
 - a. Provide advice on the operation of the branch campus.
 - b. Assure compliance with skills center rules and CTE rules.
 - c. Report and collect the state FTE apportionment and be fiscally responsible for the operation of the branch campus.
 - d. The Director of PCSC shall sit on the Governing Board of the branch campus as a non-voting member.
- G. Skills Center Satellite Programs:
1. A skills center satellite is a skills center program that is either provided directly by PCSC or through a contractual service at a location other than the main skills center campus.
 2. A skills center satellite program may be operated by a third party through a contractual agreement.

3. PCSC satellite programs must comply with skills center rules and regulations and CTE standards.
 4. A required annual contractual agreement will define the fiscal and liability responsibility of PCSC and of the contractor.
- H. Outside Assistance:
PCSC may receive assistance from other sources provided no conflict of interest or residual obligations exist.

VII. Resolution of Conflict

- A. Mediation:
A majority vote of the Governing Board shall govern in all matters. In the event a majority vote cannot be reached by the Governing Board on an issue requiring resolution, the matter shall be referred to a mutually acceptable third party mediator for final resolution. If the matter cannot be resolved there, it will be referred to the Superintendent of Public Instruction.
- B. Due Process Procedures:
Due process procedures shall be established by the Governing Board; and shall be covered in the Governing Board Cooperative Agreement by-laws.

VIII. Withdrawal

- A. It is hereby agreed that any Member District may withdraw at any time.
- B. In the event that a district desires to withdraw from the PCSC, such district desiring withdrawal shall give notice in writing to all Member Districts no later than October 1 of the fiscal year preceding withdrawal, said withdrawal to be effective on September 1 of the next succeeding fiscal year.
- C. The other Member Districts and the State Board of Education must approve the application for withdrawal.
- D. If a participating district withdraws from PCSC, no reimbursements will be due to the withdrawing district.
- E. Land, improvements, equipment purchased and all other financial interests of the PCSC shall be the property of and remain with the Host District.

IX. Dissolution Provisions

The cooperative operation of the facility under this Agreement can be dissolved only under the following procedures:

- A. WAC 180-31-040 provides that (1) Procedures for the dissolution of the operation of the school plant facilities under an inter-district cooperative plan shall not be instituted prior to the expiration of the term period of ten years after the date of State Board of Education approval of the financial plan for the construction of such facilities:

PROVIDED, that a request for dissolution prior to the expiration of ten years may be approved when in the judgment of the State Board of Education there is substantiation of sufficient cause.

- B. Any plan for dissolution, as described in IX(A) above, shall be submitted to the State Board of Education for review and approval prior to proceeding with dissolution action.
- C. Upon dissolution of the Cooperative, the real property and attachments thereto will be the property of the Host District.

X. Admission of New District

- A. Whenever a new school district wishes to become a PCSC Member District and have students attend PCSC, it shall submit a formal request to the Governing Board based on approved guidelines and procedures as established by the Governing Board.
- B. Upon receipt of the request, the Governing Board must review the application and determine acceptance of the Applicant District into the Cooperative based on approved guidelines and procedures established by the Governing Board.
- C. Applicant Districts will be charged an entry fee based on the district's 9th-12th grade annualized enrollment for the previous five (5) years. The fee will be assessed based on the following:

District Size	AAFTE (Previous Five Years)	Entry Fee
Small	Under 4,000	\$2,000.00
Medium	4,501-9,999	\$4,000.00
Large	10,000 & Above	\$8,000.00

- D. Applicant Districts approved as new Member Districts shall be subject to all of the terms and conditions contained within this Agreement as they pertain to Member Districts.

XI. Gifts

The PCSC program may receive gifts, cash, equipment or services contingent upon acceptance by the Governing Board.

XII. Insurance

PCSC shall at all times during the term of this Agreement, at its cost and expense, carry and maintain general public liability insurance, including contractual liability and professional liability and/or malpractice liability coverage when appropriate, against claims for bodily injury, personal injury, death, or property damage occurring or arising out of services provided under this Agreement. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the PCSC or its officers, agents, representatives, assigns or servants. The limits of liability insurance shall cover such claims as may be caused by any act, omission, or negligence of the PCSC or its officers, agents, representatives, assigns or servants. The limits of liability insurance, which may be increased from time to time as deemed necessary by the Host District,

with the approval of the PCSC (which shall not be unreasonably withheld), shall not be less than as follows:

Each Occurrence	\$1,000,000.00
Aggregate	\$2,000,000.00

Each Member District shall provide PCSC and the Host District a certificate of insurance naming the Host District as an additional insured. The limits of liability insurance shall not be less than follows:

Each Occurrence	\$10,000,000.00
Aggregate	\$20,000,000.00

The \$10,000,000.00 minimum will apply to the following: General Liability, Directors and Officers, Educators Legal/Professional Liability, and Sexual Misconduct.

XII. Non-Discrimination

All parties shall comply with all the federal, state, and local non-discrimination laws, ordinances, regulations and policies, which are otherwise applicable to the Host District and the PCSC. The PCSC does not discriminate in any programs or activities on the basis of race, creed, color, religion, national origin, age, sex, veteran or military status, marital status, sexual orientation, gender expression or identity, pregnancy, disability, or the use of a dog guide or trained service animal (a service animal is a dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability). Accordingly, no person shall be unlawfully excluded from participation in, be denied the benefits of, or be otherwise subjected to illegal discrimination under any activity performed by the parties and their agents under this Agreement. Harassment on the basis of any of the foregoing conditions is strictly prohibited. Each party shall notify the other party's chief executive officer or designee immediately of any decision by a local, state or federal agency, court or jury that it violated a law, regulation or ordinance prohibiting discrimination. In the event of a party's noncompliance or refusal to comply with this nondiscrimination provision, this Agreement may be rescinded, cancelled or terminated in whole or part, and the party may be declared ineligible for further contracts with the other party.

XIII. Severability

If any provision of this Agreement or its application is held invalid, the remainder of the Agreement or the application of the remainder of the Agreement shall not be affected.

XIV. Waiver

Failure by any party to enforce any provision of this Agreement or to declare a breach shall not constitute a waiver thereof, nor shall it impair any parties right to demand strict performance of that or any other provision of this Agreement any time thereafter.

XIII. Amendment

This Agreement may be amended by approval of 60% of all Member Districts in the cooperative.

XIV. Joint Resolutions

Resolutions by the proposing district and Member Districts have been duly consummated, and by this reference and attachment are made a part of this Agreement.

RESOLUTION APPROVAL BY BOARD OF DIRECTORS

NOW, THEREFORE, BE IT RESOLVED that the following school districts hereby approve the *INTERDISTRICT COOPERATIVE AGREEMENT FOR THE FINANCING AND OPERATION OF THE PIERCE COUNTY SKILLS CENTER*

Superintendent Date
Bethel School District

Superintendent Date
Steilacoom Historical School District

Superintendent Date
Eatonville School District

Superintendent Date
Sumner School District

Superintendent Date
Fife School District

Superintendent Date
Tacoma School District

Superintendent Date
Franklin Pierce School District

Superintendent Date
White River School District

Superintendent Date
Orting School District

Pierce County Skills Center Interdistrict Cooperative Agreement – Appendix I

Share Value and Slot Distribution
2018-19

District	2013-2017 Average Grades 9-12	% of Base	# of Allocated Slots
Bethel	5,519	22%	137
Eatonville	625	2%	16
Fife	1,018	4%	25
Franklin Pierce	2,296	9%	57
Orting	730	3%	18
Steilacoom	875	3%	22
Sumner	2,954	12%	74
Tacoma	7,718	31%	192
University Place	1,838	7%	46
White River	1,487	6%	37
Total	25,061	100%	624

Pierce County Skills Center Interdistrict Cooperative Agreement – Appendix II

Minor Repair and Maintenance Capital Account – Annual Fee

The Minor Repair and Maintenance Capital Account annual fee will be assessed at \$50.00 per enrolled student for the 2018-19 school year (Paragraph VI(A)(2)).

Steilacoom Historical School District No. 1
Admin Personnel Report

Personnel Report 5-23-18					
Name	Position	Location	Effective Date	Action	Comment
BRITTAIN JAMES	CHIEF OF FINANCE AND OPERATIONS	DISTRICT OFFICE	6/30/2018	RESIGNATION	
SNYDER MARY	SOCIAL EMOTIONAL LEARNING SPECIALIST	DISTRICT OFFICE	7/1/2018	NEW HIRE	

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 5-23-18						
Name	Position	FTE	Location	Effective Date	Action	Comment
ECK KASEY	TEACHER	1.00	HIGH SCHOOL	8/30/2018	LEAVE OF ABSENCE	
YEARWOOD KRISTA	TEACHER	1.00	CHERRYDALE	8/30/2018	NEW HIRE	
LANE RICHARD	TEACHER	1.00	HIGH SCHOOL	6/14/2018	RESIGNATION	
PELTO STEPHEN	TEACHER	1.00	HIGH SCHOOL	6/14/2018	RESIGNATION	
SNYDER MARY	TEACHER	1.00	SALTAR'S POINT	6/30/2018	RESIGNATION	
MILLER ERIC	TEACHER	1.00	PIONEER	6/14/2018	RETIREMENT	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 5-23-18						
Name	Position	Hours	Location	Effective Date	Action	Comment
MORLOCK ELYSE	PARA	6.50	CHLOE CLARK	8/30/2018	NEW HIRE	
PENN JALEN	PARA STUDENT SPECIFIC	6.50	PIONEER	5/24/2018	NEW HIRE	
ORTEGA-ABSHER CONSOLACION	PARA	6.50	PIONEER	6/14/2018	RESIGNATION	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 5/23/18

Strategic Focus Area

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

BACKGROUND INFORMATION

K-5 ELA CURRICULUM ADOPTION: Final Recommendation from the Instructional Materials Committee

The recommendation from the Instructional Materials Committee (IMC) for our next K-5 English Language Arts curriculum has been presented to the board in three sessions:

The board has been informed of the process and results of the IMC review and pilot:

- 4/25 First Reading (Completed)
- 5/9 Study Session with Teachers from Pilot Team
- 5/23 Board Action on Recommendation to Adopt

There have been no modifications to the recommendation initially presented on 4/25/18.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the adoption and purchase of the English Language Arts curriculum for all teachers in grades K-5: Wonders, published by McGraw-Hill.

Report prepared by:

Paul Harvey, Executive Director of Student Achievement and Instruction Materials Committee

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

Approval of Steilacoom High Wrestling/Fitness Room Remodel

Strategic Focus Area

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

BACKGROUND INFORMATION

The Steilacoom High School Administrators have identified the need to expand the current weight room and create a fitness room for PE classes and increased participation in extra-curricular activities.

As discussed at the May 9, 2018 school board meeting, the following will be part of the Steilacoom High Wrestling/Fitness Room Remodel project:

- Current wrestling room remodeled to create a new weight room.
- Current weight room remodeled to create a fitness room.
- Auxiliary gym renovated with drop down curtain and wrestling mat lifts to create two spaces. One space will be used for the wrestling team during the season and the other for PE classes.

The building administration has identified the equipment and other infrastructure improvements needed to provide safe but functional spaces to meet the needs of the PE department and extra-curricular activities.

The project would be expended through the Capital Projects Fund.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the remodel of the Steilacoom High School wrestling and weight rooms with improvements to the auxiliary gym at a cost not to exceed \$175,000.

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

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

2018-2019 School Year Student Fees

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy No. 3520 – Student Fees, Fines and Charges – delegates the authority to determine student fees, fines and charges to the Superintendent. The policy also requires that an annual update be provided to the board.

Attached is the list of 2018-2019 school year student fees.

RECOMMENDED ACTION:

None – information only.

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

**Steilacoom Historical School District
Student Fee Schedule
2018-2019**

Instructional Programs

<i>Field Trips</i>	
Elementary Field Trips	Price to be determined
Pioneer Middle School Field Trips	Price to be determined
High School Field Trips	Price to be determined

Fitness & Athletics

Gate Ticket - Adults and Students w/o ASB Card	6.00
Gate Ticket - Visiting Students w/ASB Card	4.00
Gate Ticket - Students w/ASB Card	Free
Gate Ticket - All K-5 Students	2.00
Gate Ticket - Seniors (62+)	2.00
Family Pass	12.00
Steilly Pass*	Varies per season/sport

and Athletic Fees.

Miscellaneous Fees

Fee paid to Pierce County	10.00
NSF Check Fee	20.00
Transcripts (certified only-per transcript)	6.50
Online Payment Convenience Fees	No Charge

Food Service

Breakfast

Grades K-5 Breakfast	1.65
Grades 6-12 Breakfast	1.90
Adult	2.50
Milk	0.65

Lunch

Grades 4th - 12th Reduced	0.40
Grades K-5 Lunch	2.85
Grades 6-12 Lunch	3.10
Adult	4.00
Milk	0.65

Text & Library Books

Book Damage

Lost Book	Replacement Cost
Damaged Cover Hardback (Bent or Broken Spine)	Dependent on book
Liquid Damage	Replacement Cost
Missing Barcode/Spine Label	Dependent on book
Ripped/Defaced Pages (per Page-if Repairable)	Dependent on book
Ripped/Defaced Pages (if not Repairable)	Replacement Cost
Missing Jacket Cover(Replacing Barcode, Spine Label)	Dependent on book

Library Overdue Fines

Overdue Fine (per Day - Maximum of 90 Days)	To be determined
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Lost or Damaged Equipment

Dependent on Equipment	Replacement Cost
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**Steilacoom Historical School District
Student Fee Schedule
2018-19**

Pioneer Middle School Supplemental

Annuals		
Annual	Purchased up through January 31	35.00
Annual - Delayed Purchase	Purchased on or after February 1	40.00

ASB Cards & Athletic Fees		
ASB Card	need to purchase to play sports, join clubs, attend dances	15.00
Athletic Fee per sport	excludes football	45.00
Athletic Fee Football	Football user fee	75.00
Athletic Fee Football	Football user fee per player for families with two or more players	50.00

Fines/Fees		
Planner	Optional	5.00
Builder's Club	ASB card Required	3.50

Field Trip/Camp/Band Trip	
6th Grade Camp/Student	140.00
6th Grade Camp/Parent	70.00
6th Grade Camp/Student Counselor	70.00
8th Grade Wild Waves	20.00
Other Field Trips	Price to be determined

Choir Rental Fees	
Tie	10.00
Choir top and Pearls	30.00

**Steilacoom Historical School District
Student Fee Schedule
2018-19**

Steilacoom High School Supplemental

Annuals - Contact Jostens to Order

Annual Basic	Purchased up through January 31	60.00*
Annual with add-ons	Purchased up through January 31	Add ons determine price

*subject to vendor pricing

ASB Cards & Athletic Fees

ASB Card	need to purchase to play sports, join clubs, attend dances	50.00
Athletic User Fee	Football, Cross Country and Track	100.00
Athletic User Fee	Baseball, Basketball, Fastpitch, Soccer, Swimming, Volleyball, Wrestling	75.00
Athletic User Fee	Golf, Tennis, Bowling	50.00

Fines/Fees

Apex Learning Credit Retrieval	see counselor for details	50.00/25.00
Grade Enhancement	see counselor for details	100.00
Leadership Class		15.00
Parking Fee		50.00
Parking Fee	Running Start Students	10.00 per class
Physical Education	lost PE lock replacement	10.00

Clubs

Anime Club	5.00
ASL Club	5.00
Band Club	25.00
Book Club	5.00
Choir Club	25.00
Cheer	50.00
DECA	30.00
Digital Gaming	5.00
Drama Club	5.00
FCCLA	15.00
Key Club	15.00
Math Team	5.00
NHS 1st year	10.00
NHS 2nd year	5.00
Skills USA Film Club	8.00

Own/Rentals for Choir and Band

Choir Tuxedo (rental)	140.00*
Choral Dress (own)	75.00*
Choral Dress (rental)	35.00*
Choir Sweatshirt	25.00*
Choir T-shirts	10.00*
Band Dress	70.00*
Band Tuxedo	152.00*
Band T-shirts	10.00*

*These prices are approximate and subject to change based on participants, availability and vendor pricing

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading Policy 4260 – Use of School Facilities revised to add language regarding copyright compliance for groups requesting to use school facilities for purposes of displaying or performing copyrighted works.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 4260 to a second reading.

Report prepared by:
Jim Brittain, Chief Officer Finance & Operations

USE OF SCHOOL DISTRICT FACILITIES

The board believes public schools are owned and operated by and for the community. The public is encouraged to use school district facilities when such use is not in conflict with school operations. The public will be expected to reimburse the district for such use to ensure funds intended for education are not used for other purposes.

The superintendent is authorized to establish procedures for use of school district facilities, including rental rates, supervisory requirements, restrictions, and security. Those using school district facilities will maintain insurance for accident and liability covering persons using the district's facilities under the sponsorship of the organization, list the Steilacoom Historical School District #1 as an additional insured, and provide a certificate of valid and current insurance prior to use.

The district does not discriminate based on race, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability and provides equal access to Boy Scouts of America and other designated youth groups.

Community athletics programs using district facilities will not discriminate against any person in the operation, conduct or administration of their programs. The district will provide copies of the district's nondiscrimination policy to all third parties using district facilities.

When facilities are used outside of regular school hours, or when the district incurs extra utility, cleaning or supervision costs, using organizations will be charged to recoup those costs. Additionally, youth organizations engaged in sports activities and using school facilities must provide a statements of compliance with the policies for the management of concussion and head injury and sudden cardiac arrest awareness in youth sports for each individual athlete as required by RCW 28A.600.190 commonly known as the Zackery Lystedt Law.

Organizations that desire to use district facilities for purposes of displaying or performing copyrighted works, such as by hosting "movie nights" or performing community theater, an authorized representative of the organization will first submit to the building administrator written documentation declaring that the organization has received authorization from the copyright owner for the display or performance. The organization will submit copies of any supporting documents, including license agreements. Such documentation must be submitted prior to the first display or performance. The building administrator will consult with the district's copyright compliance officer regarding questions about the validity of written documentation. Organizations that fail to comply with this procedure will not be allowed to display or perform copyrighted works in district facilities.

District-sponsored activities, including curricular and co-curricular functions, retain first priority in use of facilities. Authorization for use of school facilities will not be considered as endorsement or approval of the activity, group or organization. The district reserves the right to deny or cancel any application for use when such use, in the sole opinion of the district, is determined to be detrimental to the district's best interests.

For rental rate purposes, organizations seeking the use of school district facilities have been divided into three categories:

[RCW 28A.230.180](#)

Access to campus and student information directories by official recruiting representatives — Informing students of educational and career opportunities

[RCW 28A.320.510](#)

Night schools, summer schools, meetings, use of facilities for

[RCW 28A.335.150](#)

Permitting use and rental of playgrounds, athletic fields, or athletic facilities

[RCW 28A.335.155](#)

Use of buildings for youth programs — Limited immunity

[RCW 28A.600.190](#)

Youth sports – Concussion and head injury guidelines – Injured athlete restrictions

[20 USC Sec. 7905](#)

Boys Scout of America Equal Access Act

[34 CFR Sec. 108.6](#)

Equal Access to Public School Facilities For The Boy Scouts of America and Other Designated Youth Groups

[AGO 1973 No. 26](#)

School districts — Use of school facilities for presentation of programs — Legislature — Elections

Management Resources:

Policy and Legal News, June 2015

Policy and Legal News, February 2014

Policy and Legal News, July, 2013

Policy and Legal News, June 2013

Policy News, December 2011

Policy News, August 2009

Sudden Cardiac Arrest in Youth Athletes

Other updates/corrections

Equal access to K-12 campuses law goes into effect

Use of School Facilities policy clarification

Changes in WSSDA's *Policy Reference Manual*

Concussion and Head Injuries

Legislation

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 12.2.09, 3.9.11, 3.12.14; 9.9.15;

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

Approval of Food Service Management Services Contract

Strategic Focus Area

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

BACKGROUND INFORMATION

The district received a proposal from a single vendor to provide food service management services. Sodexo's proposal was evaluated and complied with all terms and requirements of the Request for Proposal.

Sodexo's proposal states a fixed price meal equivalent factor of \$3.483 for the 2018-2019 school year. Future fixed prices will be determined based on a mutually agreed upon budget breakeven point.

OSPI has yet to release the food service contract to be used by districts when contracting with food service management companies. Once the district receives the contract, we will share with the Board for acceptance.

RECOMMENDED ACTION:

Information only – no action required at this time. We will request school board action for accepting the 5 year renewable contract at the June 28, 2018 board meeting.

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

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: May 23, 2018

Approval of Pioneer Middle School Technology Purchase

Strategic Focus Area

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

BACKGROUND INFORMATION

The Pioneer Middle School staff computers, along with two computer labs and a CTE Lab are due to be replaced at the end of this school year, based on the district's 5 year technology life cycle plan. The two computer labs will be replaced with Chromebook Carts.

To be replaced:

Staff Devices:

- 60 laptops with docking stations and MS Office licenses - \$85,000
- 25 desktops with MS Office licenses - \$27,500

Student Devices:

- 64 Chromebooks (replacement for computer labs) - \$25,000
- 33 desktops with MS Office licenses (CTE Lab) - \$37,000

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the purchase of technology equipment for Pioneer Middle School at a cost not to exceed \$174,500.

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