

Regular Meeting Minutes

Steilacoom Historical School District Board of Directors

Steilacoom High School 54 Sentinel Drive Steilacoom, Washington

Wednesday, January 25, 2017

STUDY SESSION

- DuPont Mayor Courts and DuPont Fire Chief Larry Creekmore in attendance to discuss Advanced Life Support.

REGULAR MEETING

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:00 pm. DuPont Mayor Courts 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 Coffee, DuPont Council member, in the audience.

II. COMMENTS FROM THE AUDIENCE

- David Bungert, DuPont, establishing a fire district and looking for Board support in the form of a letter to legislative representatives.

III. SCHOOL BOARD RECOGNITION

Superintendent Weight read Governor Inslee's proclamation declaring January as School Board Recognition Month. Each school recognized the Board with a variety of gifts including a video, framed student artwork, plants, T-shirts and student made pottery. Superintendent Weight presented the Board with certificates of appreciation.

IV. PRESENTATION

DuPont Mayor Courts informed the Board that the City of DuPont has basic life support measures, but not advanced life support. He is visiting with groups to promote bringing a higher level of support to DuPont. He will bring the issue to the DuPont City Council in April.

V. REPORTS - Legislative

Director Denning reported on the Legislative assembly which began January 9, 2017. Education issues are the full funding of the McCleary decision; equitable pay scale and reducing local levy reliance.

VI. APPROVAL OF MINUTES

a. December 14, 2016 Regular Board Meeting Minutes

Director Forbes made a motion to approve the December 14, 2016, regular school board meeting minutes; Director Denning seconded the motion and the motion passed (5/0).

b. January 11, 2017 Study Session Minutes

Director Pierce made a motion to approve the January 11, 2017, study session minutes; Director Schenk seconded the motion and the motion passed (5/0).

VII. CONSENT AGENDA

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

VIII. OLD BUSINESS

a. Second Reading of Policy 3116 Students in Foster Care

Director Denning made a motion to approve Policy 3116; Director Pierce seconded the motion and the motion passed (5/0).

b. Approval to Pursue 1918 Building Local and State Historic Register Application

Director Denning made a motion to approve moving forward with the historic register application for the 1917-18 building; Director Schenk seconded the motion and the motion passed (5/0). Director Denning noted that this action will need to come back to the Board for further approval once the Town of Steilacoom takes action.

c. Approval of Board Operating Protocol

Director Forbes made a motion to approve the Board Operating Protocol; Director Pierce seconded the motion and the motion passed (5/0).

IX. COMMENTS FROM THE AUDIENCE

- David Bungert, DuPont, commented on the great work by staff and school board which translates into few community members attending board meetings.

X. BOARD COMMUNICATION

- Board Directors received a note from Steilacoom High Booster co-president Beth Agnew Baker re: school board appreciation.
- Directors Denning and Schenk have been accepted into the 2017 Leadership WSSDA program.

XI. ANNOUNCEMENTS

- Superintendent Weight announced that the district received 2 AEDs donated by Puget Sound Heart Project; the 100th celebration of the District Administration building is tentatively scheduled for May 11, 2017; March 2nd is Post-secondary Night at Steilacoom High.
- Superintendent Weight announced that the February 8 Study Session topic will be CTE Advisory Committee and March 8 Study Session topic will be long range facility planning.
- Director Forbes announced that the Steilacoom High sports teams are doing great and he encourages all to attend the competitions.
- Director Pierce attended the January 19th evacuation drill at Chloe Clark Elementary.
- Director Schenk thanked Executive Director McClure for safety follow up information.

XII. RECESS TO EXECUTIVE SESSION

Chair Scott called for a 5 minute break, at 7:49 pm, before recessing to Executive Session. The Board will return to New Business and completion of the meeting after two Executive Session topics.

XIII. EXECUTIVE SESSION

per RCW 42.30.110(1)(i) Legal Issues
to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

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 actions taken.

XIV. RETURN TO PUBLIC MEETING

Chair Scott resumed the public meeting at 8:49 pm.

XV. NEW BUSINESS

a. Superintendent Contract Renewal

Director Denning made a motion to offer Superintendent Weight a new 3-year contract; Director Pierce seconded the motion and the motion passed (5/0).

XVI. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 8:50 pm; Director Pierce seconded the motion and the motion passed (5/0).

(Chair)

K Weight

(Secretary/Superintendent)

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: January 25, 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:					
December 14, 2016	Accounts Payable	120669	to	120716	$ 215,050.96
December 19, 2016	Accounts Payable	120717	to	120736	$ 25,737.82
	Payroll	800749	to	800753	$ 13,278.06
	Payroll A/P	120737	to	120761	$ 678,187.13
	Payroll Taxes				$ 398,201.51
	Direct Deposit				$ 1,104,521.13
December 19, 2016	Accounts Payable	120762	to	120762	$ 1,276.85
December 27, 2016	Accounts Payable	120763	to	120775	$ 24,822.04
December 30, 2016	Accounts Payable	120776	to	120776	$ 32,024.21
January 4, 2017	Accounts Payable	120777	to	120805	$ 357,895.99
January 4, 2017	Accounts Payable	120806	to	120809	$ 7,701.70
January 6, 2017	Accounts Payable	120810	to	120824	$ 135,250.48
January 9, 2016	Accounts Payable	120825	to	120828	$ 42.55
January 11, 2017	Accounts Payable	120829	to	120856	$ 73,527.11
January 18, 2017	Accounts Payable	120857	to	120888	$ 93,060.69
January 18, 2017	Accounts Payable	120889	to	120889	$ 60.85
		TOTAL GENERAL FUND:			**$ 3,160,578.23**
CAPITAL PROJECTS FUND:					
December 28, 2016	Accounts Payable	200316	to	200317	$ 56,958.40
	Accounts Payable		to		
		TOTAL CAPITAL PROJECTS FUND:			**$ 56,958.40**
ASSOCIATED STUDENT BODY FUND:					
December 8, 2016	Accounts Payable	403013	to	403017	$ 2,848.75
December 13, 2016	Accounts Payable	403018	to	403019	$ 130.00
December 15, 2016	Accounts Payable	403020	to	403034	$ 14,575.16
December 16, 2016	Accounts Payable	403035	to	403036	$ 453.59
December 19, 2016	Accounts Payable	403037	to	403037	$ 388.94
December 28, 2016	Accounts Payable	403038	to	403039	$ 842.61
December 30, 2016	Accounts Payable	403040	to	403040	$ 23,157.82
January 5, 2017	Accounts Payable	403041	to	403042	$ 136.62
January 11, 2017	Accounts Payable	402043	to	403044	$ 395.00
January 12, 2017	Accounts Payable	403045	to	403054	$ 6,932.78
January 19, 2017	Accounts Payable	403055		403068	$ 8,812.82
		TOTAL ASSOCIATED STUDENT BODY FUND:			**$ 58,674.09**

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.

K Weight

Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 1-25-17						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
Guyles Melissa	Teacher	1.00	Chloe Clark	6/30/2017	Resignation	
Ellison Tabitha	Teacher	1.00	Saltar's Point	8/31/2017	New Hire	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 1-25-17						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
Hansen Marie-France	Paraeducator	6.50	High School	1/26/2017	New hire	
Kelly Sabrina	Paraeducator Student Specific	3.00	Cherrydale	1/26/2017	New hire	
Willcox Erin	LPN	7.00	Pioneer	1/26/2017	New hire	