



School Board Meeting Minutes

Steilacoom High School 54 Sentinel Drive Steilacoom, Washington

January 13, 2016

STUDY SESSION

- Review of agenda and addition of Old Business item.
- Board Directors reviewed and signed waivers per Policy 1733, Board Member Compensation.

REGULAR MEETING

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:03 pm. Director Schenk led the Pledge of Allegiance.

All Directors and the Superintendent were present.

Director Pierce made a motion to approve the agenda, with the addition of Old Business item b. SHS Parking Lot Update; Director Forbes seconded the motion and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. APPROVAL OF MINUTES

Director Denning made a motion to approve the December 9, 2015 minutes; Director Schenk seconded the motion and the motion passed (5/0).

IV. PRESENTATION

Executive Director Harvey and the District Transforming Professional Learning (TPL) team shared their grant funded work around district wide professional learning, replicating best practices across the state. The team consists of Paul Harvey, Louann Stalder, Wendi Kilga, John Nystrom, Laurie Vallieres, Janet Bettinger, Sandy Lee, Deb Hay, Krista Lallemand and Kathi Weight.

Chair Scott recognize Penny Coffey, DuPont City Councilmember.

V. CONSENT AGENDA

Director Denning made a motion to approve the Consent Agenda which included December 2015 and January 2016 accounts payable, payroll, attached personnel reports and Steilacoom High Cheer Trip; Director Pierce seconded the motion and the motion passed (5/0).

VI. OLD BUSINESS

- a. Second Reading of Policy 5231 Length of Work Day, 5270 Resolution of Staff Complaints and 5271 Reporting Improper Governmental Action**

Director Forbes made a motion to approve policies 5231, 5270 and 5271; Director Pierce seconded the motion and the motion passed (5/0).

- b. Update on Steilacoom High Overflow Parking Lot Project**

Executive Director Brittain updated the Board on the progress of the additional SHS parking lot. February 1, 2016, is the expected completion date.

VII. NEW BUSINESS

- a. Public Open Meetings Act Compliance**

In review of the compliance act, Superintendent Weight announced that Study Sessions information and minutes will now be posted and the 1000 policy series will be reviewed.

- b. First Reading of Policy 2030 Service Animals**
- c. First Reading of Policy 2090 Program Evaluation**

Director Denning made a motion to move policies 2030 and 2090 to a second reading; Director Schenk seconded the motion and the motion passed (5/0).

- d. First Reading of Policies 1000 Legal Status and Operations, 1005 Key Functions of the Board, 114 Board Member Resignation and 1115 Vacancies**

Director Denning made a motion to move policies 1000, 1005, 1114 and 1115 to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

- e. First Reading of Policy 6106 Allowable Costs for Federal Programs**

Director Forbes made a motion to move Policy 6106 to a second reading; Director Denning seconded the motion and the motion passed (5/0).

- f. First Reading of Policy 4000 Public Information Program**
- g. First Reading of Policy 4020 Confidential Communications**
- h. First Reading of Policy 4200 Safe and Orderly Work Environment**

Director Denning made a motion to move policies 4000, 4020, 4200 to a second reading; Director Schenk seconded the motion and the motion passed (5/0).

VIII. COMMENTS FROM THE AUDIENCE

No comments.

IX. BOARD COMMUNICATION

Chair Scott and the Board are invited to meet with WEA member of Soundview and Tacoma councils.

X. ANNOUNCEMENTS

- Director Forbes judged a recent DECA competition where many Steilacoom High students placed in their categories. He thanked Tina Hayden, advisor for job well done.
- Chair Scott announced a SHS Boys Swim meet at Clover Park HS tomorrow afternoon, 3:30 pm.
- Superintendent Weight announced exemption from Pierce County to allow a bus to ride with Pioneer Middle and Salter's Point Elementary students on the Anderson Island ferry morning and afternoon.

XI. RECESS TO EXECUTIVE SESSION

Chair Scott recessed the meeting at 7:47 pm, to a 10 minute recess, followed by Executive Session.

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 actions taken.

XIII. RETURN TO PUBLIC MEETING

Chair Scott returned the meeting to public session at 8:35 pm.

XIV. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 8:35 pm; Director Pierce seconded the motion and the motion passed (5/0).

K. Weight
(Secretary/Superintendent)

Saul Scott
(Chair)
S. H. Pierce
R. H. Scott

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 1-13-16						
Name	Position	Hours	Location	Effective Date	Action	Comment
Rogers Jacob	Custodian	8.00	Cherrydale	1/14/2016	New Hire	

Co-Curricular Personnel Report

[illegible]

Steilacoom Historical School District

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

DATE: **January 13, 2016**

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.

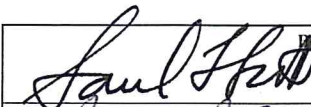


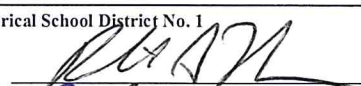
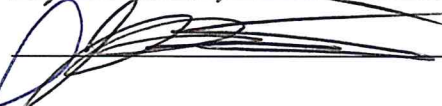
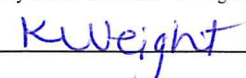
FUND NAME		WARRANTS (INCLUSIVE)	AMOUNT
GENERAL FUND:			
December 9, 2015	Accounts Payable	118286 to 118313	\$ 141,710.00
December 9, 2015	Accounts Payable	118314 to 118317	\$ 254.25
December 16, 2015	Accounts Payable	118318 to 118367	\$ 107,046.30
December 16, 2015	Accounts Payable	118368 to 118379	\$ 150.21
December 17, 2015	Accounts Payable	118380 to 118381	\$ 1,277.49
December 18, 2015	Accounts Payable	118282 to 118382	\$ 1,040.89
December 31, 2015	Payroll	800670 to 800676	\$ 15,311.18
December 31, 2015	Payroll A/P	118383 to 118408	\$ 633,331.76
December 31, 2015	Payroll Taxes		\$ 360,136.93
December 31, 2015	Direct Deposit		\$ 995,199.64
December 29, 2015	Accounts Payable	118409 to 118409	\$ 31,022.15
December 30, 2015	Accounts Payable	118410 to 118454	\$ 132,542.10
December 30, 2015	Accounts Payable	118455 to 118469	\$ 380.18
December 31, 2015	Accounts Payable	118470 to 118480	\$ 18,779.05
January 6, 2016	Accounts Payable	118481 to 118505	\$ 100,062.29
January 6, 2016	Accounts Payable	118506 to 118506	\$ 54.70
TOTAL GENERAL FUND:			\$ 2,538,299.12

CAPITAL PROJECTS FUND:

December 10, 2015	Accounts Payable	200300 to 200300	\$ 497.74
December 29, 2015	Accounts Payable	200301 to 200301	\$ 10,463.67
January 7, 2016	Accounts Payable	200302 to 200303	\$ 11,674.90
TOTAL CAPITAL PROJECTS FUND:			\$ 22,636.31

ASSOCIATED STUDENT BODY FUND:

December 9, 2015	Accounts Payable	402506 to 402508	\$ 165.00
December 10, 2015	Accounts Payable	402509 to 402523	\$ 9,917.14
December 16, 2015	Accounts Payable	402524 to 402525	\$ 105.00
December 17, 2015	Accounts Payable	402526 to 402541	\$ 4,417.07
December 18, 2015	Accounts Payable	402542 to 402542	\$ 305.96
December 29, 2015	Accounts Payable	402543 to 402551	\$ 3,487.49
December 29, 2015	Accounts Payable	402552 to 402552	\$ 15,695.33
December 30, 2015	Accounts Payable	402553 to 402553	\$ 65.00
January 7, 2016	Accounts Payable	402554 to 402562	\$ 5,586.32
TOTAL ASSOCIATED STUDENT BODY FUND:			\$ 39,744.31

    		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