Regular Meeting Minutes

4/22/2015

Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA 98327

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:04 pm.
Principal Yoho led the Pledge of Allegiance.
Director Denning made a motion to excuse Directors Pierce and Wong; Director Forbes seconded the motion and the motion passed (3/0).
Director Forbes made a motion to approve the agenda; Director Denning seconded the motion and the motion passed (3/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. PRESENTATION - SHEF GRANT AWARD

Executive Director Brittain and Steilacoom Historical Education Foundation Grants Manager Patty Moore presented the 2014-15 school year grants totaling $4200.

IV. PRESENTATION - Volunteer Recognition

Public Information Officer Johnston presented a district wide report of volunteer hours and the current process for the 2014-15 school year. Building principals recognized Volunteers of the Year; the Transitions programs recognized their community partners and Steilacoom Kiwanis was recognized as a volunteer service organization. All give thousands of hours of volunteer service to all students.

V. REPORTS

a. Financial Report

Executive Director Brittain reported on the 3.31.14 fund balances. He updated the Board on the District Administration Center and SHS classroom capital projects.

b. School Facility Construction Process

Executive Director Brittain reported on the school facility construction process and the District role in this process.

c. Legislative Update

Director Denning reported that the Washington State Legislature is still working through the budget process.

VI. APPROVAL OF MINUTES

Director Denning made a motion to approve the 3.25.15 minutes; Director Forbes seconded the motion and the motion passed (3/0).

VII. CONSENT AGENDA

Director Denning made a motion to approve the Consent Agenda which included the attached personnel reports, accounts payable and payroll and SHS Field Trip; Director Forbes seconded the motion and the motion passed (3/0).

VIII. OLD BUSINESS

a. Second Reading of Management Series Policies 6950, 6955, 6959, 6970 and 6971

Director Forbes made a motion to approve policies 6950 Contractor Assurances, Surety Bonds and Insurance; 6955 Maintenance of Facilities Records; 6959 Acceptance of Completed Project; 6970 Naming Schools and Facilities and 6971 Works of Art. Director Denning seconded the motion and the motion passed (3/0).

IX. NEW BUSINESS

a. First Reading of Policy 4040, Public Access to District Records

Director Denning made a motion to move Policy 4040 to a second reading; Director Forbes seconded the motion and the motion passed (3/0).

b. Approval of Keyless Entry Fund Request

Director Denning made a motion to approve the funding request for the implementation of the S2 Access System not to exceed $95,000; Director Forbes seconded the motion and the motion passed (3/0).

X. COMMENTS FROM THE AUDIENCE

No comments.

XI. BOARD COMMUNICATION

No communication.

XII. ANNOUNCEMENTS

- Director Denning went with the Steilacoom High Math Team to Central Washington University. The team placed 8th out of 36 schools.
- Superintendent Weight thanked all Administrative Assistants in the District as today is Administrative Assistants Recognition Day.

XIII. RECESS TO EXECUTIVE SESSION

Chair Scott recessed the meeting to Executive Session at 8:06 am.

XIV. 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; no actions taken.

XV. RETURN TO PUBLIC SESSION

Chair Scott resumed pubic session at 8:30 pm.

XVI. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 8:30 pm; Director Denning seconded the motion and the motion passed (3/0).

(Chair)

KWeight
(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 4-22-15						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
Srsen Danielle	Speech Language Pathologist	1.00	Chloe Clark	8/31/2015	Leave of Absence	15-16 year only
Lane Richard	Teacher	1.00	High School	8/31/2015	New Hire	
Brown Aimee	Teacher	0.50	Pioneer	8/31/2015	Resignation	.50 FTE only
Foyil Samantha	Teacher	0.50	Pioneer	8/31/2015	Resignation	.50 FTE only
Yamauchi Summer	Teacher	1.00	Chloe Clark	8/31/2015	Resignation	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 4-22-15						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
Floris Rebecca	Library Tech	4.5	High School	6/10/2015	Resignation	
Lewis Karen	Paraeducator	6.5	Chloe Clark	5/1/2015	Resignation	

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

Personnel Report 4-22-15				
Name	**Action**	**Location**	**Effective Date**	**Stipend Amount**
Brown Kristi	8th Grade Event Coordinator	Pioneer	4/1/2015	500.00
Sprague Gary	Assistant Soccer Coach Boys	High School	4/2/2015	3,040.50
Magaway Allen	Assistant Tennis Coach	High School	4/2/2015	1,786.32
Surina Blake	Assistant Track Coach Boys	High School	4/2/2015	3,695.63
Kellogg Stephanie	Assistant Track Coach Girls	High School	4/2/2015	3,121.88
Brown Aimee	Outdoor School	Pioneer	4/13/2015	600.00
Byrd Megan	Outdoor School	Pioneer	4/13/2015	600.00
Galligan Paul	Outdoor School	Pioneer	4/13/2015	600.00
Gidley Amanda	Outdoor School	Pioneer	4/13/2015	600.00
Haller Kyle	Outdoor School	Pioneer	4/13/2015	600.00
Lowe Laura	Outdoor School	Pioneer	4/13/2015	600.00
Madsen K C	Outdoor School	Pioneer	4/13/2015	600.00
Nixon Julie	Outdoor School	Pioneer	4/13/2015	600.00
Stewart Cathryn	Outdoor School	Pioneer	4/13/2015	600.00
Young Bruce	Outdoor School	Pioneer	4/13/2015	600.00

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: **April 22, 2015**

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 and Operations

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

FUND NAME		WARRANTS (INCLUSIVE)			AMOUNT
GENERAL FUND:					
March 24, 2015	Accounts Payable	116612	to	116612	$ 584.66
March 25, 2015	Accounts Payable	116613	to	116613	$ 36,200.88
March 25, 2015	Accounts Payable	116614	to	116617	$ 156.50
March 25, 2015	Accounts Payable	116618	to	116653	$ 106,762.94
March 31, 2015	Payroll	800611	to	800617	$ 12,594.16
March 31, 2015	Payroll A/P	116654	to	116680	$ 557,654.77
March 31, 2015	Payroll Taxes				$ 341,256.16
March 31, 2015	Direct Deposit				$ 946,769.23
April 1, 2015	Accounts Payable	116681	to	116687	$ 355.00
April 1, 2015	Accounts Payable	116688	to	116732	$ 222,271.97
April 9, 2015	Accounts Payable	116733	to	116770	$ 106,326.30
April 15, 2015	Accounts Payable	116771	to	116807	$ 277,903.29
April 15, 2015	Accounts Payable	116808	to	116817	$ 329.76
		TOTAL GENERAL FUND:			$ 2,609,165.62
CAPITAL PROJECTS FUND:					
March 25, 2015	Accounts Payable	200263	to	200263	$ 947.43
March 26, 2015	Accounts Payable	200264	to	200264	$ 13.10
April 9, 2015	Accounts Payable	200265	to	200268	$ 7,469.52
April 16, 2015	Accounts Payable	200269	to	200270	$ 3,535.05
		TOTAL CAPITAL PROJECTS FUND:			$ 11,965.10
ASSOCIATED STUDENT BODY FUND:					
March 23, 2015	Accounts Payable	402187	to	402187	$ 588.38
March 25, 2015	Accounts Payable	402188	to	402188	$ 9,503.39
March 26, 2015	Accounts Payable	402189	to	402203	$ 7,678.57
April 1, 2015	Accounts Payable	402204	to	402204	$ 5.00
April 2, 2015	Accounts Payable	402205	to	402211	$ 2,103.00
April 9, 2015	Accounts Payable	402212	to	402215	$ 2,740.19
April 16, 2015	Accounts Payable	402216	to	402220	$ 677.22
		TOTAL ASSOCIATED STUDENT BODY FUND:			$ 23,295.75
TRANSPORTATION VEHICLE FUND:					
			to		
		TOTAL TRANSPORTATION VEHICLE FUND:			$ -

Board of Directors of Steilacoom Historical School District No. 1

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

K Weight

Kathi Weight, Secretary to the Board