

Regular Meeting Minutes

3/25/2015

Steilacoom High School 54 Sentinel Drive Steilacoom, WA

I. CALL TO ORDER

Chair Scott called the meeting to order 7:06 pm
Pledge of Allegiance led by Nancy McClure, Cherrydale Primary Principal.
Director Denning made a motion to excuse Director Pierce; Director Forbes seconded the motion and the motion passed (4/0).
Director Denning made a motion to approve agenda; Director Wong seconded the motion and the motion passed (4/0).
Chair Scott recognized Penny Coffey, DuPont Council member.

II. COMMENTS FROM THE AUDIENCE

No comments.

III. REPORTS

a. Financial Report

Executive Director Brittain reported on fund balances ending date February 28, 2015.

b. Facilities and Operations Report

Executive Director Brittain updated the Board on

- completion of Steilacoom High classrooms and District Administration Center
- clean up from safety work at Cherrydale Primary and Chloe Clark Elementary
- improvement of fence around Pioneer Middle School track
- installation of new scoreboards in high school gym
- safety film window treatments at all school buildings
- 100% fire inspection at Pioneer MS

c. Asset Preservation

Executive Director Brittain and Maintenance Supervisor Garvin updated the Board on the condition of the school buildings across the district.

d. Legislative Update

Director Denning reported on little change until official budgets come out. 35 education related bills made it out of committee and are awaiting budgets from the House and Senate.

IV. APPROVAL OF MINUTES

Director Denning made a motion to approve the 3.11.15 minutes; Director Forbes seconded the motion and the motion passed (4/0).

V. CONSENT AGENDA

Director Forbes made a motion to approve the Consent Agenda which included attached personnel reports, surplus and two overnight trips. Director Wong seconded the motion and the motion passed (4/0).

VI. OLD BUSINESS

a. Second Reading of Policy 6900 Facilities Planning and Policy 6905 Site Acquisition

Director Denning made a motion to approve policies 6900 and 6905; Director Wong seconded the motion and the motion passed (4/0).

b. Second Reading of Policy 6910 Construction Finance, 6920 Construction Design and Policy 6925 Architect & Engineering Services

Director Denning made a motion to approve policies 6910, 6920 and 6925; Director Forbes seconded the motion and the motion passed (4/0).

c. Second Reading of Policy 2340 Religious-Related Activities and Practices

Director Wong made a motion to approve Policy 2340; Director Denning seconded the motion and the motion passed (4/0).

VII. NEW BUSINESS

a. First Reading of Management Series Policies 6950, 6955, 6959, 6970 & 6971

Director Forbes made a motion to move Management Series policies to a second reading; Director Wong seconded the motion and the motion passed (4/0).

b. Network Upgrade

Executive Director Brittain presented a district wide network upgrade proposal.
Director Forbes made a motion to approve $66,000 for this project. Director Forbes modified his motion to approve the network upgrade funding request up to $260,000; Director Wong seconded the motion and the motion passed (4/0).

c. Budgeting Study Session

Chair Scott requested an additional Study Session for current and projected budget discussions. Director Denning made a motion to change the school board meeting schedule to add a Study Session on Wednesday, April 15 at 6:00 pm, at the District Administration Professional Development Center; Director Wong seconded the motion and the motion passed (4/0).

VIII. COMMENTS FROM THE AUDIENCE

- Maintenance Supervisor Garvin reported that the Maintenance Department closed 95 work orders in 18 days; 62 closed by 3 Maintenance staff members.

IX. BOARD COMMUNICATION

- Director Denning received a communication that was passed to the Superintendent.
- All directors and Superintendent Weight received an email from a group interested in discussing charter schools.

X. ANNOUNCEMENTS

- Superintendent Weight announced the District 2014-15 Annual Report has been published and distributed.
- Superintendent Weight announced that the Administrative Staff have nominated Sam Scott for the Washington Association of School Administrators Community Leadership award for Region 111.
- Assistant Principal Miller announced that Tacoma Athletic Commission named James Scott as the Athlete of the Year for Boy's Swimming.

XI. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 8:15 pm; Director Denning seconded the motion and the motion passed (4/0).

(Chair)

K Weight
(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 3-25-15						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
Daughtery Kathryn	Teacher	1.00	Chloe Clark	8/31/2015	Leave of Absence	15-16 year only
Engel Randi	Teacher	1.00	Chloe Clark	8/31/2015	Resignation	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 3-25-15						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
Hilderbrand Michele	Office Coordinator	4	Cherrydale	6/30/2015	Resignation	
Yoho Evan	Para Educator	6.5	Chloe Clark	3/26/2015		14-15 school year

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

Personnel Report 3-25-15				
Name	**Action**	**Location**	**Effective Date**	**Stipend Amount**
Bradshaw Brett	TPEP Lead	Chloe Clark	9/1/2014	500.00
Haller Kyle	Head VolleyBall Coach	Pioneer	3/30/2015	4,235.00
McJunkins Michael	Assistant Track Coach Boys	Pioneer	3/30/2015	2,625.00
McJunkins Trina	Assistant Track Coach Girls	Pioneer	3/30/2015	2,625.00
Patterson Josephine	Assistant Track Coach Girls	Pioneer	3/30/2015	2,900.63
Raschke Ragan	Dance Team Advisor	Pioneer	9/1/2014	600.00
Raschke Ragan	Assistant Volleyball Coach	Pioneer	3/30/2015	2,900.63
Ruffin Armand	Head Track Coach	Pioneer	3/30/2015	3,867.50

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: **March 25, 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 11, 2015	Accounts Payable	116528	to	116563	$	305,612.59
March 17, 2015	Accounts Payable	116564	to	116565	$	111.90
March 18, 2015	Accounts Payable	116566	to	116611	$	77,079.44
		TOTAL GENERAL FUND:			$	382,803.93
CAPITAL PROJECTS FUND:						
March 12, 2015	Accounts Payable	200259	to	200259	$	43,729.75
March 19, 2015	Accounts Payable	200260	to	200262	$	12,012.88
		TOTAL CAPITAL PROJECTS FUND:			$	55,742.63
ASSOCIATED STUDENT BODY FUND:						
March 12, 2015	Accounts Payable	402159	to	402168	$	6,352.14
March 17, 2015	Accounts Payable	402169	to	402175	$	348.00
March 19, 2015	Accounts Payable	402176	to	402186	$	6,944.20
		TOTAL ASSOCIATED STUDENT BODY FUND:			$	13,644.34
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.

Kathi Weight, Secretary to the Board