



## Regular Meeting Agenda

**Pioneer Middle School 1750 Bob's Hollow Lane DuPont, 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.

2/25/2015 7:00 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. PRESENTATION - Pioneer Middle Choral

**(Presentation)**

### IV. PRESENTATION - WA State K-12 Learning Standards (CCSS for Math & ELA)

**(Information)**

Presenter: Paul Harvey

Washington State Learning Standards.pdf (p. 4)

### V. REPORTS

#### 1. Financial Report

**(Information)**

Presenter: Jim Brittain

2252015 Board Mtg Financial Report.pdf (p. 18)

2252015 January Budget Status Report.pdf (p. 23)

#### 2. Facilities and Operations Report

**(Information)**

Presenter: Jim Brittain

#### 3. Safety Update

**(Information)**

Presenter: Jesus Villahermosa

#### **4. Legislative Update**

**(Information)**

Presenter: Don Denning

Leg Update 2015 Issue 4.pdf (p. 34)

#### **VI. APPROVAL OF MINUTES**

**(Action)**

Minutes 2 11 15.pdf (p. 37)

#### **VII. 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 February 2015 Accounts Payable.pdf (p. 40)

Approval of Co-Curricular Personnel Report.pdf (p. 94)

Approval of Certificated Personnel Report.pdf (p. 95)

#### **VIII. OLD BUSINESS**

##### **1. Second Reading of Management Series Policies 6700 Nutrition and Fitness**

**(Action)**

Presenter: Jim Brittain

Second Reading of Policy 6700 Nutrition and Physical Fitness.pdf (p. 96)

##### **2. Second Reading of Management Series Policies 6800 and 6801**

**(Action)**

Presenter: Jim Brittain

Second Reading Management Series Policy 6800 and 6801.pdf (p. 101)

##### **3. Second Reading of Management Series Policies 6810 and 6882**

**(Action)**

Presenter: Jim Brittain

Second Reading Management Series Policy 6810 and 6882.pdf (p. 106)

##### **4. Second Reading of Policy 2145, Suicide Prevention**

**(Action)**

Presenter: Susanne Beauchaine

Second Reading Policy 2145 Suicide Prevention.pdf (p. 111)

##### **5. Second Reading of Policy 3115 Homeless Students Enrolling Rights and Services**

**(Action)**

Presenter: Susanne Beauchaine

Second Reading Policy 3115 Homeless Students Enrollment Rights and Services.pdf (p. 114)

##### **6. Second Reading of Policy 3417 Catheterization**

**(Action)**

Presenter: Susanne Beauchaine

Second Reading Policy 3417 Catheterization.pdf (p. 118)

## **IX. NEW BUSINESS**

### **1. First Reading of Policy 6881, Disposal of Surplus Equipment and Materials (Action)**

Presenter: Jim Brittain

First Reading Policy 6881 Disposal of Surplus Equipment & Materials.pdf (p. 121)

### **2. First Reading of Management Series Policies 6883, 6890 and 6895 (Action)**

Presenter: Jim Brittain

First Reading of Management Series Policies 6883, 6890 and 6895.pdf (p. 124)

### **3. Approval of 2015-16 School Year Calendar (Action)**

Presenter: Kathi Weight

2015-16 School Calendar.pdf (p. 134)

## **X. 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.

## **XI. BOARD COMMUNICATION (Information)**

## **XII. ANNOUNCEMENTS (Information)**

## **XIII. RECESS TO EXECUTIVE SESSION**

## **XIV. EXECUTIVE SESSION (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

## **XV. RETURN TO PUBLIC SESSION**

## **XVI. ADJOURNMENT (Action)**

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

# Washington State Learning Standards

In 2011, Washington formally adopted  
the Common Core State Standards  
(CCSS) for English Language Arts and  
Mathematics

# Washington State Learning Standards (WSLS)

- ▶ Developed by OSPI per state law
- ▶ OSPI also oversees assessment of the standards
- ▶ The standards state what students should know and be able to do at each grade level
- ▶ The state adopted the CCSS in 2011

# WSLS explained

- ▶ The standards state what students should know (content knowledge)
- ▶ The standards state what students should be able to do (skills)
- ▶ Specific to each grade level
  - There are common themes
  - Each grade level has some differences in emphasis
  - They are comprehensive – grow in rigor and depth each grade level

# Samples of WSLS – English Language Arts

## ▶ 5<sup>th</sup> grade

### Reading Standards for Literature K-5

RL

Grade 3 students:		Grade 4 students:		Grade 5 students:	
<b>Key Ideas and Details</b>					
1.	Ask and answer questions to demonstrate understanding of a text, referring explicitly to the text as the basis for the answers.	1.	Refer to details and examples in a text when explaining what the text says explicitly and when drawing inferences from the text.	1.	Quote accurately from a text when explaining what the text says explicitly and when drawing inferences from the text.
2.	Recount stories, including fables, folktales, and myths from diverse cultures; determine the central message, lesson, or moral and explain how it is conveyed through key details in the text.	2.	Determine a theme of a story, drama, or poem from details in the text; summarize the text.	2.	Determine a theme of a story, drama, or poem from details in the text, including how characters in a story or drama respond to challenges or how the speaker in a poem reflects upon a topic; summarize the text.
3.	Describe characters in a story (e.g., their traits, motivations, or feelings) and explain how their actions contribute to the sequence of events.	3.	Describe in depth a character, setting, or event in a story or drama, drawing on specific details in the text (e.g., a character's thoughts, words, or actions).	3.	Compare and contrast two or more characters, settings, or events in a story or drama, drawing on specific details in the text (e.g., how characters interact).

## ▶ 11<sup>th</sup> grade

### Reading Standards for Literature 6-12

RL

The CCR anchor standards and high school grade-specific standards work in tandem to define college and career readiness expectations—the former providing broad standards, the latter providing additional specificity.

Grades 9-10 students:		Grades 11-12 students:	
<b>Key Ideas and Details</b>			
1.	Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.	1.	Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text, including determining where the text leaves matters uncertain.
2.	Determine a theme or central idea of a text and analyze in detail its development over the course of the text, including how it emerges and is shaped and refined by specific details; provide an objective summary of the text.	2.	Determine two or more themes or central ideas of a text and analyze their development over the course of the text, including how they interact and build on one another to produce a complex account; provide an objective summary of the text.
3.	Analyze how complex characters (e.g., those with multiple or conflicting motivations) develop over the course of a text, interact with other characters, and advance the plot or develop the theme.	3.	Analyze the impact of the author's choices regarding how to develop and relate elements of a story or drama (e.g., where a story is set, how the action is ordered, how the characters are introduced and developed).

# Samples of WSLS – Mathematics

## ▶ 5<sup>th</sup> grade

### Mathematical Practices

1. Make sense of problems and persevere in solving them.
2. Reason abstractly and quantitatively.
3. Construct viable arguments and critique the reasoning of others.
4. Model with mathematics.
5. Use appropriate tools strategically.
6. Attend to precision.
7. Look for and make use of structure.
8. Look for and express regularity in repeated reasoning.

## ▶ 11<sup>th</sup> grade

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# Samples of WSLS – Mathematics

## ▶ 5<sup>th</sup> grade

### Geometry

5.G

#### Graph points on the coordinate plane to solve real-world and mathematical problems.

1. Use a pair of perpendicular number lines, called axes, to define a coordinate system, with the intersection of the lines (the origin) arranged to coincide with the 0 on each line and a given point in the plane located by using an ordered pair of numbers, called its coordinates. Understand that the first number indicates how far to travel from the origin in the direction of one axis, and the second number indicates how far to travel in the direction of the second axis, with the convention that the names of the two axes and the coordinates correspond (e.g.,  $x$ -axis and  $x$ -coordinate,  $y$ -axis and  $y$ -coordinate).
2. Represent real world and mathematical problems by graphing points in the first quadrant of the coordinate plane, and interpret coordinate values of points in the context of the situation.

#### Classify two-dimensional figures into categories based on their properties.

3. Understand that attributes belonging to a category of two-dimensional figures also belong to all subcategories of that category. *For example, all rectangles have four right angles and squares are rectangles, so all squares have four right angles.*
4. Classify two-dimensional figures in a hierarchy based on properties.

## ▶ 11<sup>th</sup> grade

### Make geometric constructions

12. Make formal geometric constructions with a variety of tools and methods (compass and straightedge, string, reflective devices, paper folding, dynamic geometric software, etc.). *Copying a segment; copying an angle; bisecting a segment; bisecting an angle; constructing perpendicular lines, including the perpendicular bisector of a line segment; and constructing a line parallel to a given line through a point not on the line.*
13. Construct an equilateral triangle, a square, and a regular hexagon inscribed in a circle.

# Myths vs. Facts

Washington State Learning Standards  
Common Core State Standards

# Myths and Facts about WSLS/CCSS CONTENT and QUALITY

## MYTH

The standards only include skills and do not address the importance of content knowledge.

## FACT

- ▶ The standards recognize that both content and skills are important.
- ▶ The mathematics standards lay a solid foundation in whole numbers, addition, subtraction, multiplication, division, fractions, and decimals. Taken together, these elements support a student's ability to learn and apply more demanding math concepts and procedures.

# Myths and Facts about WSL/CCSS IMPLEMENTATION

## MYTH

The standards tell teachers what to teach.

## FACT

Teachers know best about what works in the classroom. That is why these standards establish what students need to learn but do not dictate how teachers should teach. Instead, schools and teachers will decide how best to help students reach the standards.

# Myths and Facts about WSL/CCSS IMPLEMENTATION

## MYTH

Teachers will be left to implement the standards without any support or guidance.

## FACT

- ▶ Decisions on how to implement the standards are made at the state and local levels.
- ▶ Supports provided by states and districts. Gives control and relevancy.

# Myths and Facts about WSLs/CCSS

## GENERAL

### MYTH

These standards amount to a national curriculum for our schools and the federal government will be leading them.

### FACT

- ▶ The Common Core is *not* a curriculum.
- ▶ It is a clear set of shared goals and expectations for what knowledge and skills will help our students succeed.
- ▶ The Common Core is a state-led effort that is not part of No Child Left Behind or any other federal initiative.
- ▶ State decision.

All students (grades 3–8, 10–11)  
will be assessed on the standards  
this school year

- ▶ The Smarter Balanced Assessment (SBA) is the assessment of how students are meeting the learning standards
- ▶ The Smarter Balanced Assessment measures the WSLs
- ▶ Expected implementation dip

# QUESTIONS?



# **STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1**

**Board Meeting  
February 25, 2015**

**Financial Report  
For Month Ending January 31, 2015**

**General Fund Budget/Year-End Projection/YTD Actual  
January 31, 2015**

	Annual Budget	Year-end Projection	Projected Variance	Variance Percentage	YTD Actual
<b>General Fund</b>					
Revenues & Other Financing Sources	30,988,892	28,750,000	(2,238,892)	7.22%	12,263,806
Expenditures & Other Financing Uses	32,869,091	30,350,000	(2,519,091)	7.66%	12,571,029
Excess Revenues/Other Financing Sources Over (under) Expend & Oth Financing Uses	<u>(1,880,199)</u>	<u>(1,600,000)</u>			<u>-307,223</u>

**General Fund Ending Fund Balances:**

Beginning Committed for Other Purposes	2,379,280	
Transfer Out to Capital Projects Fund	<u>(1,854,000)</u>	
Ending Committed for Other Purposes		525,280

Ending Committed for Other Purposes (Board Policy)		1,969,771
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Beginning Unassigned Fund Balance	3,138,674	
Excess Expenditures Over Revenues	<u>-307,223</u>	
Ending Unassigned Fund Balance		2,831,451

## Capital Projects Fund January 31, 2015

<b>Beginning Committed for Other Purposes</b>		<b>604,397</b>	
<b>General Fund Transfer to Capital Projects</b>	<b>1,854,000</b>		
<b>Other Revenue Sources</b>	<b>54,880</b>		
<b>Expenses</b>	<b>(420,602)</b>		
		<b><u>1,488,278</u></b>	
<b>Ending Fund Balance</b>			<b><u><u>2,092,675</u></u></b>
<b>Restricted Impact Fees Fund Balance</b>		<b>79,284</b>	
<b>Assigned for Fund Purposes</b>		<b>2,013,389</b>	

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### Other Information:

**SHS Classrooms Budget \$700,000 / YTD Actual \$340,347 / 48% of budget  
Classrooms complete except installing smart boards  
Impact Fees \$79,284 will be used for high school classroom remodel**

# Other Funds January 2015 Ending Fund Balances

	Beginning Balance	Ending Balance	Variance
<b>Debt Service Fund</b>	2,982,664	1,190,461	(1,792,203)
<b>June 2015 Interest Payment</b>		1,186,975.00	
<b>ASB Fund</b>	301,876	323,101	21,225
<b>Transportation Fund</b>	37,367	37,377	10



QUESTIONS???

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the STELLACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2015

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	6,820,994	14,905.65	2,979,134.53		3,841,859.47	43.68
2000 LOCAL SUPPORT NONTAX	1,137,500	62,888.07	407,351.18		730,148.82	35.81
3000 STATE, GENERAL PURPOSE	16,741,274	1,202,185.91	6,643,058.45		10,098,215.30	39.68
4000 STATE, SPECIAL PURPOSE	4,190,853	326,135.92	1,457,923.74		2,732,929.38	34.79
5000 FEDERAL, GENERAL PURPOSE	406,000	.00	463,538.44		57,538.44	114.17
6000 FEDERAL, SPECIAL PURPOSE	1,674,771	95,945.44	307,799.88		1,366,971.12	18.38
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	10,000	.00	5,000.00		5,000.00	50.00
9000 OTHER FINANCING SOURCES	7,500	.00	.00		7,500.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>30,988,892</u>	<u>1,702,060.99</u>	<u>12,263,806.22</u>		<u>18,725,085.65</u>	<u>39.57</u>
<u>B. EXPENDITURES</u>						
00 Regular Instruction	18,038,932	1,355,214.97	7,218,292.36	9,371,015.71	1,449,624.19	91.96
10 Federal Stimulus	0	.00	217.71	0.00	217.71	0.00
20 Special Ed Instruction	3,956,809	288,525.63	1,356,072.83	2,190,466.10	410,270.55	89.63
30 Voc. Ed Instruction	1,126,043	82,845.84	470,118.12	571,439.34	84,485.17	92.50
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	853,272	61,299.23	303,322.72	380,037.53	169,911.45	80.09
70 Other Instructional Pgms	584,245	9,863.36	59,713.92	68,802.36	455,728.72	22.00
80 Community Services	10,000	.00	.00	0.00	10,000.00	0.00
90 Support Services	8,299,789	690,045.28	3,163,726.72	4,663,827.94	472,234.83	94.31
<u>Total EXPENDITURES</u>	<u>32,869,091</u>	<u>2,487,794.31</u>	<u>12,571,028.96</u>	<u>17,245,588.98</u>	<u>3,052,472.62</u>	<u>90.71</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	1,854,000	.00	1,854,000.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	3,734,199	785,733.32	2,161,222.74		1,572,975.95	42.12
F. <u>TOTAL BEGINNING FUND BALANCE</u>	7,506,200		7,487,725.38			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,772,001		5,326,502.64			
<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	27,200	.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	500,000	525,280.11
G/L 872 Committd to Min Fnd Bal Policy	1,975,000	1,969,771.00
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	1,269,801	2,831,451.53
<u>TOTAL</u>	3,772,001	5,326,502.64

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2015

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	62,000	24,912.69	39,880.29		22,119.71	64.32
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	4,510,000	.00	1,869,000.00		2,641,000.00	41.44
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>4,572,000</b>	<b>24,912.69</b>	<b>1,908,880.29</b>		<b>2,663,119.71</b>	<b>41.75</b>
<b>B. EXPENDITURES</b>						
10 Sites	462,000	3,140.79	30,501.00	26,098.50	405,400.50	12.25
20 Buildings	3,388,000	308,428.47	385,942.82	53,532.04	2,948,525.14	12.97
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	35,000	.00	4,157.78	249.83	30,592.39	12.59
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<b>Total EXPENDITURES</b>	<b>3,885,000</b>	<b>311,569.26</b>	<b>420,601.60</b>	<b>79,880.37</b>	<b>3,384,518.03</b>	<b>12.88</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>						
	0	.00	.00			
<b>D. OTHER FINANCING USES (GL 535)</b>						
	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</b>						
<b>OVER(UNDER) EXP/OTH FIN USES(A-B-C-D)</b>	<b>687,000</b>	<b>286,656.57-</b>	<b>1,488,278.69</b>		<b>801,278.69</b>	<b>116.63</b>
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	452,080		604,396.58			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-) XXXXXXXXX</b>						
			.00			
<b>H. TOTAL ENDING FUND BALANCE</b>						
	1,139,080		2,092,675.27			
<b>(E+F + OR - G)</b>						

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	102,080	79,286.40
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	1,037,000	2,013,388.87
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,139,080	2,092,675.27

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the STELLACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	5,956,663	12,793.56	2,756,080.77		3,200,582.23	46.27
2000 Local Support Nontax	2,500	72.46	318.58		2,181.42	12.74
3000 State, General 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
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	5,959,163	12,866.02	2,756,399.35		3,202,763.65	46.25
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,290,000	.00	3,290,000.00	0.00	.00	100.00
Interest On Bonds	2,445,578	.00	1,258,602.50	0.00	1,186,975.50	51.46
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	.00	0.00	10,000.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	5,745,578	.00	4,548,602.50	0.00	1,196,975.50	79.17
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXPENDITURES (A-B-C-D)</u>	213,585	12,866.02	1,792,203.15-		2,005,788.15-	939.11-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,931,658		2,982,663.94			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,145,243		1,190,460.79			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	3,145,243	1,190,460.79
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>	3,145,243	1,190,460.79

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2015

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	116,700	6,500.73	42,286.80		74,413.20	36.24
2000 Athletics	123,950	3,215.25	25,714.72		98,235.28	20.75
3000 Classes	49,700	3,400.00	9,996.86		39,703.14	20.11
4000 Clubs	441,695	26,017.75	106,957.15		334,737.85	24.22
6000 Private Moneys	3,750	.00	590.08		3,159.92	15.74
<b>Total REVENUES</b>	<b>735,795</b>	<b>39,133.73</b>	<b>185,545.61</b>		<b>550,249.39</b>	<b>25.22</b>
<b>B. EXPENDITURES</b>						
1000 General Student Body	128,200	2,796.20	24,089.83	1,032.69	103,077.48	19.60
2000 Athletics	150,511	8,962.46	53,821.09	27,876.52	68,813.39	54.28
3000 Classes	40,200	393.88	5,108.03	3,980.00	31,111.97	22.61
4000 Clubs	439,000	16,137.56	80,889.07	32,967.52	325,143.41	25.94
6000 Private Moneys	3,500	171.68	412.93	0.00	3,087.07	11.80
<b>Total EXPENDITURES</b>	<b>761,411</b>	<b>28,461.78</b>	<b>164,320.95</b>	<b>65,856.73</b>	<b>531,233.32</b>	<b>30.23</b>
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>	<b>25,616-</b>	<b>10,671.95</b>	<b>21,224.66</b>		<b>46,840.66</b>	<b>182.86-</b>
<b>D. TOTAL BEGINNING FUND BALANCE</b>	<b>257,438</b>		<b>301,876.11</b>			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>	<b>XXXXXXXX</b>		<b>.00</b>			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>	<b>231,822</b>		<b>323,100.77</b>			

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	231,822	323,100.77
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>	231,822	323,100.77

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2014 (September 1, 2014 - August 31, 2015)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2015

<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	150	2.54	9.85		140.15	6.57
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	16,000	.00	.00		16,000.00	0.00
5000 Federal, General 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>	16,150	2.54	9.85		16,140.15	0.06
<u>B. 9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
<u>C. Total REV./OTHER FIN. SOURCES</u>	16,150	2.54	9.85		16,140.15	0.06
<u>D. EXPENDITURES</u>						
Type 30 Equipment	30,000	.00	.00	0.00	30,000.00	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>	30,000	.00	.00	0.00	30,000.00	0.00
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	13,850-	2.54	9.85		13,859.85	100.07-
<u>H. TOTAL BEGINNING FUND BALANCE</u>	37,300		37,367.49			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	23,450		37,377.34			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	13,850-	37,377.34
G/L 830 RES FOR DEBT SERVICE	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	37,300	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	23,450	37,377.34

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

[28th Legislative District](#)

28th District Senator



[Steve O'Ban](#)

[28th District Senator e-mail](#)

(360) 786 - 7654

28th District House Rep. 1



[Dick Muri](#)

[28th District Position 1 e-mail](#)

(360) 786 - 7890

28th District House Rep. 2



[Christine Kilduff](#)

[28th District Position 2 e-mail](#)

(360) 786-7958

Scheduled Legislative Session

Started 12 January 2015

House Legislation

All bills that will be considered were passed out of committee last week. Se attached document.

Senate Legislation

A separate bill listing will be provided for SB next update.

Other Education Notes

No additional notes on this report.

**Senate Early Learning & K-12 Education Committee**

The Senate Early Learning & K-12 Education Committee considers policy and finance issues related to schools and learning from birth through twelfth grade and preparation for later learning experiences.

Link to Senate Website	<a href="http://leg.wa.gov/Senate/Committees/EDU/Pages/default.aspx">http://leg.wa.gov/Senate/Committees/EDU/Pages/default.aspx</a>
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Republican 5

Democrat 4

Name	Email	P	LD		Title other notes
Steve Litzow	<a href="#">Chair e-mail Link</a>	R	41		Chair
Bruce Dammeier	<a href="#">Vice Chair e-mail Link</a>	R	25		Vice Chair
Rosemary McAuliffe	<a href="#">Ranking Member e-mail Link</a>	D	1		Ranking Member
Andy Billig	<a href="#">Committee Member e-mail Link</a>	D	3		Democratic Whip
Joe Fain	<a href="#">Committee Member e-mail Link</a>	R	47		
Andy Hill	<a href="#">Committee Member e-mail Link</a>	R	45		
Mark Mullet	<a href="#">Committee Member e-mail Link</a>	D	5		
Ann Rivers	<a href="#">Committee Member e-mail Link</a>	R	18		
Christine Rolfes	<a href="#">Committee Member e-mail Link</a>	D	23		

**House Education Committee**

The House Education Committee considers issues relating to kindergarten through twelfth grade (K-12) education.

Link to House Website	<a href="http://leg.wa.gov/House/committees/ED/Pages/default.aspx">http://leg.wa.gov/House/committees/ED/Pages/default.aspx</a>
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Democrat 11

Republican 10

Name	Email	P	LD	P	Title other notes
Sharon Tomiko Santos	<a href="#">Chair E-Mail link</a>	D	37	1	Chair
Lillian Ortiz-Self	<a href="#">Vice Chair E-Mail link</a>	D	21	2	Vice Chair
Chris Reykdal	<a href="#">Vice Chair E-Mail link</a>	D	22	1	Vice Chair
Chad Magendanz	<a href="#">Ranking Minority E-Mail link</a>	R	5	2	Ranking Minority
Dick Muri	<a href="#">Asst Ranking Minority Member E-Mail link</a>	R	28	1	Asst Ranking Minority Member
Melanie Stambaugh	<a href="#">Asst Ranking Minority Member E-Mail link</a>	R	25	1	Asst Ranking Minority Member
Steve Bergquist	<a href="#">Committee Member E-mail Link</a>	D	11	2	
Carol Gregory	<a href="#">Committee Member E-mail Link</a>	D	30	2	
Sam Hunt	<a href="#">Committee Member E-mail Link</a>	D	22	2	
Christine Kilduff	<a href="#">Committee Member E-mail Link</a>	D	28	2	
Kristine Lytton	<a href="#">Committee Member E-mail Link</a>	D	40	1	
Tina Orwall	<a href="#">Committee Member E-mail Link</a>	D	33	1	
Gerry Pollet	<a href="#">Committee Member E-mail Link</a>	D	22	1	
Larry Springer	<a href="#">Committee Member E-mail Link</a>	D	45	1	
Michelle Caldier	<a href="#">Committee Member E-mail Link</a>	R	46	2	
Susan Fagan	<a href="#">Committee Member E-mail Link</a>	R	9	1	
Dan Griffey	<a href="#">Committee Member E-mail Link</a>	R	35	1	
Mark Hargrove	<a href="#">Committee Member E-mail Link</a>	R	47	1	
Dave Hayes	<a href="#">Committee Member E-mail Link</a>	R	10	2	
Brad Klippert	<a href="#">Committee Member E-mail Link</a>	R	8	1	
Bob McCaslin	<a href="#">Committee Member E-mail Link</a>	R	4	1	

Bill	Flags	Title	Status	Veto	Date	Original Sponsor
HB 1003	f	Schools, disaster recovery	S EL/K-12		2/10/2015	Hawkins
SHB 1031		College in the high school	H 2nd Reading		2/12/2015	Johnson
SHB 1121		Financial education prtnrshp	H 2nd Reading		2/12/2015	Parker
HB 1142	f	Parking fees/H.S. students	H Rules R		2/20/2015	Wilcox
SHB 1149		Students/military families	H Rules R		2/20/2015	Muri
SHB 1240	f	Student restraint, isolation	H Rules R		2/20/2015	Pollet
SHB 1295	f	Breakfast after the bell	H Approps		2/9/2015	Hudgins
SHB 1331		School library & tech progs	H Rules R		2/20/2015	Muri
SHB 1345		Professional learning	H Approps		2/20/2015	Lytton
SHB 1408		Family engagemnt coordinator	H Rules R		2/20/2015	Ortiz-Self
SHB 1492	fo	Technology literacy	H Approps		2/20/2015	Magendanz
SHB 1495		Student user privacy	H Rules R		2/20/2015	Reykdal
SHB 1541	f	Educational opportunity gap	H Approps		2/20/2015	Santos
SHB 1546	fd	Dual credit ed opportunities	H Approps		2/20/2015	Reykdal
SHB 1562		Allergen info in pub schools	H Rules R		2/20/2015	Sullivan
HB 1568	f	Dropout prevention/farming	H Approps		2/20/2015	Reykdal
SHB 1570	e	Educator retooling/program	H Rules R		2/20/2015	Gregory
SHB 1591	f	High school and beyond plans	H Approps		2/20/2015	Ortiz-Self
HB 1666	f	St-wide student assessments	H Approps		2/20/2015	Magendanz
SHB 1682		Homeless students	H Approps		2/20/2015	Fey
SHB 1714	f	Achievemnt index rating syst	H Rules R		2/20/2015	Manweller
SHB 1760	f	Student skills	H Approps		2/20/2015	Senn
HB 1770	fo	Teacher certification	H Rules R		2/20/2015	Bergquist
HB 1771	fo	Prof. educator standards brd	H Rules R		2/20/2015	Gregory
HB 1783	f	Dual language instruction	H Approps		2/19/2015	Ortiz-Self
HB 1785	fo	Academic achievement certif.	H Approps		2/20/2015	Reykdal
SHB 1790		Nurse in school setting	H Rules R		2/20/2015	Springer
HB 1804	o	Educator professional growth	H Rules R		2/19/2015	Springer
HB 1813	f	Computer science education	H Approps		2/20/2015	Hansen
SHB 1855	f	Local graduation requiremnts	H Rules R		2/20/2015	Caldier
SHB 1864	fo	High school graduation	H Approps		2/20/2015	Kilduff
HB 1865	f	Visual screening in schools	H Approps		2/20/2015	Magendanz
SHB 1900	f	School counselor, etc.	H Approps		2/20/2015	Ortiz-Self
SHB 1947		Students/disability, sp need	H Approps		2/20/2015	Pollet
SHB 1974		School safety, security ctrs	H Approps		2/20/2015	Stambaugh
HB 2023		School employee contracts	H Rules R		2/20/2015	Parker
SHB 2048		Large 1st-class school dists	H Rules R		2/20/2015	Santos



## Regular Meeting Minutes

Wednesday, 2/11/2015

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

### I. CALL TO ORDER

Chair Scott called the meeting to order at 7:00 pm.

Executive Director Harvey led the Pledge of Allegiance.

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

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

Chair Scott introduced Penny Coffey, DuPont City Council Member.

### II. COMMENTS FROM THE AUDIENCE

No comments.

### III. PRESENTATION

Executive Director Harvey introduced the Chloe Clark Elementary 2nd grade Data Team of Courtney Widman, Debbie Shaffer, Katie Daughtery, Melissa Guyles, Holly Kay and Mike Slater presenting math data. Pioneer Middle School teacher Derek Beaulieu presented 8th grade Social Studies Data Team information. Steilacoom High Krista Lallemand and Kelly McClellan presented Science Department Data Team findings. All teams felt the time spent analyzing and strategizing data benefitted students and staff and reported a common desire for more time and resources to use the data to its fullest extent to improve student learning.

### IV. REPORTS

#### a. Legislative Update

See Agenda Packet.

#### b. Pierce County Skills Center Visit

Superintendent Weight reported on a visit that she, Chair Scott, Director Wong and guest, Principal Hay and Asst. Principal Graves took to the Skills Center on 1/29/15. Currently 24 Steilacoom High School students are transported to a variety of afternoon classes at the center. She reported this excellent opportunity will provide for increased student numbers next year.

## **V. APPROVAL OF MINUTES**

Director Pierce made a motion to approve the 1.28.15 regular meeting minutes; Director Forbes seconded the motion and the motion passed (4/0).

## **VI. CONSENT AGENDA**

Director Forbes made a motion to approve the Consent Agenda which included February Accounts Payable, January Payroll and attached personnel reports; Director Pierce seconded the motion and the motion passed (4/0).

## **VII. OLD BUSINESS**

### **a. Second Reading of Management Series Policies 6620, 6625, 6630, 6640 and 6690**

Director Wong made a motion to approve policies 6620 Special Transportation, 6625 Private Vehicle Transportation, 6630 Driver Training and Responsibility, 6640 School Owned Vehicles and 6690 Contracting for Transportation Services; Director Pierce seconded the motion and the motion passed (4/0).

### **b. Second Reading of Policy 2161, Special Education and Related Services for Eligible Students**

Director Forbes made a motion to approve Policy 2161; Director Pierce seconded the motion and the motion passed (4/0).

### **c. Second Reading of Policy 3207 Prohibition of Harassment, Intimidation and Bullying**

Director Wong made a motion to approve Policy 3207; Director Pierce seconded the motion and the motion passed (4/0).

### **d. Second Reading of Policy 3210, Nondiscrimination**

Director Forbes made a motion to approve Policy 3210; Director Pierce seconded the motion and the motion passed (4/0).

## **VIII. NEW BUSINESS**

### **a. First Reading of Policy 6700, Nutrition and Physical Fitness**

Director Pierce made a motion to move Policy 6700 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

### **b. First Reading of Management Series Policies 6800 and 6801**

Director Wong made a motion to move Policy 6800 Safety, Operations and Maintenance of School Property and Policy 6801 Capital Assets and Theft Sensitive Assets to a second reading; Director Pierce seconded the motion and the motion passed (4/0).

**c. First Reading of Management Series Policies 6810 and 6882**

Director Pierce made a motion to move Policy 6810 Energy Management, Education and Conservation and Policy 6882 Sale of Real Property to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

**d. First Reading of Policy 3115 Homeless Students Enrolling Rights & Services**

Director Pierce made a motion to move Policy 3115 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

**e. First Reading of Policy 3417 Catheterization**

Director Pierce made a motion to move Policy 3417 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

**f. First Reading of Policy 2145, Suicide Prevention**

Director Wong made a motion to move Policy 2145 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

**IX. COMMENTS FROM THE AUDIENCE**

- Chair Scott read portions of a statement by Michael Martin, sent via email, into the minutes. The topic was the selection of the Steilacoom High head football coach.
- Jaimie Garrett, Steilacoom, commented on the Board policy on interviewing for new hires.

**X. BOARD COMMUNICATION**

- Chair Scott received an email communication supporting the head football coach hiring process.

**XI. ANNOUNCEMENTS**

- Chair Scott announced that the SHS Boys Swim & Dive Team won the league championship title and will compete at the District and State meets in the next two weeks.

**XII. ADJOURNMENT**

Director Forbes made a motion to adjourn the meeting at 8:20 pm; Director Pierce seconded the motion and the motion passed (4/0).

\_\_\_\_\_  
(Chair)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Secretary/Superintendent)

# 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: February 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
<b>GENERAL FUND:</b>		
February 6, 2015	Accounts Payable 116351 to 116351	\$ 25,415.86
February 9, 2015	Accounts Payable 116352 to 116355	\$ 82.55
February 11, 2015	Accounts Payable 116356 to 116407	\$ 349,643.39
February 18, 2015	Accounts Payable 116408 to 116425	\$ 12,687.75
February 18, 2015	Accounts Payable 116426 to 116430	\$ 54.70
February 18, 2015	Accounts Payable 116431 to 116431	\$ 9,345.89
February 9, 2015	A/P - Void multiple checks	\$ (77.05)
February 9, 2015	A/P - Void Reversal 110411 to 110411	\$ 23.00
February 9, 2015	A/P - Void multiple checks	\$ (45.75)
February 10, 2015	A/P - Void 115318 to 115318	\$ (4,404.44)
February 12, 2015	A/P - Void multiple checks	\$ (331.48)
<b>TOTAL GENERAL FUND:</b>		<b>\$ 392,394.42</b>

<b>CAPITAL PROJECTS FUND:</b>		
February 5, 2015	Accounts Payable 200246 to 200247	\$ 13,181.93
February 12, 2015	Accounts Payable 200248 to 200251	\$ 8,744.77
February 19, 2015	Accounts Payable 200252 to 200252	\$ 84.61
<b>TOTAL CAPITAL PROJECTS FUND:</b>		<b>\$ 22,011.31</b>

<b>ASSOCIATED STUDENT BODY FUND:</b>		
February 5, 2015	Accounts Payable 402102 to 402116	\$ 18,438.63
February 9, 2015	Accounts Payable 402117 to 402118	\$ 65.00
February 12, 2015	Accounts Payable 402119 to 402127	\$ 4,430.27
February 17, 2015	Accounts Payable 402128 to 402128	\$ 33.00
February 18, 2015	Accounts Payable 402129 to 402130	\$ 59.00
February 19, 2015	Accounts Payable 402131 to 402138	\$ 1,623.89
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>		<b>\$ 24,649.79</b>

<b>TRANSPORTATION VEHICLE FUND:</b>		
<b>TOTAL TRANSPORTATION VEHICLE FUND:</b>		<b>\$ -</b>

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.
<i>Kathi Weight, Secretary to the Board</i>

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$25,415.86. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:

Warrant Numbers 116351 through 116351, totaling \$25,415.86

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116351	GOOD CHEVROLET INC	02/09/2015	117193	CHEVY EXPRESS VAN G35000 2012 PURCHASE	101415100	25,415.86	25,415.86
			1	Computer	Check(s) For a Total of		25,415.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	25,415.86
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	25,415.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25,415.86

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$82.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116352 through 116355, totaling \$82.55

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116352	HAWTHORNE, EDWINA	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / D. BROWN	0	7.65	7.65
116353	HOLLY, LEAH	02/10/2015	REFUND LIBRARY	REFUND LIBRARY LOST BOOKS / I. HOLLY	0	16.00	16.00
116354	LAKE, ANDREA	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / J. LAKE & T. LAKE	0	47.90	47.90
116355	WALSTON, ASHLEY	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / B. WALSTON	0	11.00	11.00
				4 Computer	Check(s) For a Total of		82.55

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	82.55
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	82.55
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	82.55

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$349,643.39. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116356 through 116407, totaling \$349,643.39

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116356	ALBERS & COMPANY INC	02/12/2015	1122	ALBERS AND COMPANY INC FY 1415 OPEN PO	81415038	2,775.66	2,775.66
116357	ALBERTSONS - CTE ADVANTAGE CAR	02/12/2015	6030375100161345	SHS ALBERTSONS FACSE- OPEN PO NOT TO EXCEED \$5,000	141415005	833.76	833.76
116358	ALPINE PRODUCTS INC	02/12/2015	TM-146267	30 EA ATHLETIC FIELD WHITE AEROSOL 20 OZ WATERBASE	101415103	1,739.41	1,739.41
116359	BATTERIES PLUS	02/12/2015	245-347248	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	170.69	170.69
116360	CAREERSTAFF UNLMTD - SEATTLE	02/12/2015	28427-236610	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	1,674.00	1,674.00
116361	CARTRIDGE WORLD	02/12/2015	35712	OPEN P.O. FOR TONER CARTRIDGES FOR PRINTER	2371415011	61.25	61.25
116362	CDWG INC.	02/12/2015	SF63802 SH19356	Carts for Chromebooks Item number 1468632 -Type to Learn 4 - Agents of Information Site License - box pack	111415043 271415021	7,120.90 875.15	7,996.05
116363	CHERRYDALE PRIMARY SCHOOL	02/12/2015	0001	CHERRYDALE MILITARY VOLUNTEER LUNCHES	0	122.00	122.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				-- ACCT.			
				#CHERRMIL000			
116364	COASTWIDE LABORATORIES	02/12/2015	GT2741470	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	58.58	2,417.60
			GT2741769	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	333.02	
			GT2742133	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	261.48	
			GT2742190	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	22.83	
			NT2741126-1	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	2.25	
			NT2741470	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	279.09	
			NT2741470-1	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	17.39	
			NT2741769	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	364.41	
			NT2741770	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	32.86	
			NT2742133	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	229.67	
			NT2742190	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	816.02	
116365	COLLEGE BOARD PUBLICATIONS	02/12/2015	EA57142025	SpringBoard ELA Grade 9-11 Teacher Editions & Site Licenses	0	676.31	676.31

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116366	CONSOLIDATED ELECTRICAL DIST	02/12/2015	8541-785390	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	200.33	200.33
116367	CRISIS REALITY TRAINING	02/12/2015	133	PHASE 1 - SITE ASSESSMENTS/PLAN REVIEW	81415032	9,375.00	9,375.00
116368	CULLIGAN	02/12/2015	201502380587	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	43.10	92.52
			201502400885	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	49.42	
116369	DELL COMPUTER CORPORATION	02/12/2015	XJJ4K3PK8	Office 2013 for SHS Laptops **NOTE: original warrant was never redeemed -- this is a re-issue to pay invoice**	111314058	4,404.44	4,404.44
116370	DSHS:ACCOUNTS RECEIVABLE CIBS	02/12/2015	0975-81780	BUS FUEL SUPPLY FOR FY1415 OPEN PO	81415055	5,186.13	5,186.13
116371	ELEY, THERESA L	02/12/2015	MUTUAL BENEFITS	MUTUAL BENEFITS REIMBURSEMENT FOR WA STATE LIBRARY MEDIA ASSOC FALL CONFERENCE	0	109.00	109.00
116372	ESD 113	02/12/2015	0000028006	CRISC SERVICES FOR FY1415 OPEN PO	81415056	11,621.80	11,621.80
116373	FIRST STUDENT INC	02/12/2015	11044765	OPEN PO FOR FIRST STUDENT BUS CHARGES	81415077	86,330.94	86,330.94
116374	H & B FUEL-TOPSOIL	02/12/2015	59633	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415017	986.79	986.79
116375	HAROLD LEMAY ENTERPRISES	02/12/2015	5958688	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Cherrydale 1201 Galloway Street	81415047	306.23	3,163.92
			5958779	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY	81415047	1,563.24	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			5958828	ENTERPRISES OPEN PO / SHS 54 Sentinel Drive DISTRICT WIDE	81415047	440.50	
			5958956	GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Saltar's Point 908 3rd St. DISTRICT WIDE	81415047	813.60	
			5959730	GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Chloe Clark 1700 Palisade Blvd. DISTRICT WIDE	81415047	40.35	
116376	HEWLETT PACKARD	02/12/2015	55258226	Laptop carts for SHS	81415113	12,556.93	16,059.42
			55441924	Computers for SHS new classrooms	111415039	3,502.49	
116377	HORIZON	02/12/2015	3N049492	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415022	759.24	1,270.25
			3N049579	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415022	511.01	
116378	HUMANUS CORPORATION	02/12/2015	2015-2319	Health Services - For LPN position at Pioneer	91415018	1,500.00	8,580.00
			2015-2324	Jonathan Golle, Contracted Psychologist position.	91415002	2,960.00	
			2015-2344	Jonathan Golle, Contracted Psychologist position.	91415002	2,960.00	
			2015-2362	Health Services - For LPN position at Pioneer	91415018	1,160.00	
116379	KING COUNTY DIRECTORS ASSN	02/12/2015	3880125	copy paper -	2371415014	629.04	629.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116380	LEADER SERVICES	02/12/2015	WA08238	order for school year 2014-15 Transactions for January 2015 @ \$1.40/transaction	0	53.20	53.20
116381	LEMAY MOBILE SHREDDING	02/12/2015	4423402	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / 511 Chambers Street	81415049	63.00	91.80
			4425199	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / 1700 Palisade Blvd.	81415049	28.80	
116382	LES SCHWAB TIRES	02/12/2015	30500236085	OPEN PURCHASE ORDER 2014-2015 FOR PARTS & SERVICE	101415029	140.58	155.90
			30500236086	OPEN PURCHASE ORDER 2014-2015 FOR PARTS & SERVICE	101415029	15.32	
116383	MVP PHYSICAL THERAPY, INC	02/12/2015	129	SHS MVP PHYSICAL THERAPY ATHLETIC TRAINING SERVICES	81415107	2,040.00	2,040.00
116384	NORTHWEST CASCADE INC	02/12/2015	3006921	OPEN PO CLEANING OF CHEMICAL SEPARATORS AT STEILACOOM HIGH AND PIONEER MIDDLE SCHOOL	101415101	1,858.71	3,761.08
			3006922	CLEANING OF CHEMICAL SEPARATORS AT STEILACOOM HIGH AND PIONEER MIDDLE SCHOOL	101415101	1,902.37	
116385	NORTHWEST TEXTBOOK DEPOSITORY	02/12/2015	114-223-970	BIG IDEAS MATH 6TH GRADE REGULAR GREEN AND MATH 8TH GRADE REGULAR BLUE TEXTBOOKS	271415022	3,540.87	3,540.87
116386	O'REILLY AUTO PARTS	02/12/2015	155089	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SUPPLIES	101415037	213.04	213.04
116387	PIERCE COUNTY REFUSE	02/12/2015	5953273	OPEN PO FOR GARBAGE AND RECYCLING /	81415084	154.90	165.96

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Anderson Island Elementary			
			5954757	OPEN PO FOR GARBAGE AND RECYCLING / Pioneer MS 1750	81415084	11.06	
116388	PIERCE COUNTY SEWER	02/12/2015	00858625	Bobs Holow Ln PIERCE COUNTY SEWER SVCS FY	81415046	161.46	342.82
			01354221	1415 OPEN PO PIERCE COUNTY SEWER SVCS FY	81415046	181.36	
116389	PORTER FOSTER RORICK LLP	02/12/2015	103542	1415 OPEN PO OPEN PO FOR LEGAL SERVICES FY1415 WITH PORTER FOSTER RORRICK LLP	81415034	13,337.00	13,337.00
116390	POSADA, ADRIANA	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	184.80	184.80
116391	PRECISION CONCRETE CUTTING	02/12/2015	W15008	TRIP HAZARD REMOVAL WORK PER PROPOSAL DATED 1-7-2015	101415098	927.58	927.58
116392	PUGET SOUND ENERGY	02/12/2015	200002143960	PUGET SOUND ENERGY FY 1415 ELECTRICITY OPEN PO / 1750 Bob's Hollow Lane	81415039	13,152.09	23,120.48
			200023874882	PUGET SOUND ENERGY FY 1415 ELECTRICITY OPEN PO / 1700 Palisade Blvd.	81415039	9,968.39	
116393	RIVIERA COMMUNITY CLUB	02/12/2015	SC/100	WATER USAGE FOR ANDERSON ISLAND	81415088	5.72	5.72
116394	SECURE PACIFIC CORP	02/12/2015	41769	MONITORING SERVICES FOR STEILACOOM DISTRICT	101415001	1,940.88	1,940.88
116395	SHAFFER, DEBBEE R	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	119.45	119.45
116396	SODEXO INC & AFFILIATES	02/12/2015	1000835075	OPEN PO FOR FOOD SERVICE - DO NOT FAX	81415104	82,427.20	82,427.20
116397	SUNBELT STAFFING	02/12/2015	6839574	Jacqueline Diaz, Contracted Psychologist	91415003	2,800.00	2,800.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116398	TACOMA SCHOOL DISTRICT	02/12/2015	IN00000738	position. Tuition for out of District students served by Tacoma School District.	91415011	30,728.00	30,728.00
116399	TANNER ELECTRIC	02/12/2015	733.07	ANDERSON ISLAND FY1415 TANNER ELECTRIC OPEN PO	81415044	733.07	733.07
116400	TED BROWN MUSIC CO	02/12/2015	1396223	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	66.25	265.68
			1396227	Open p.o. for instrument repairs	2371415039	51.47	
			1409875	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	33.09	
			1418450	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	41.50	
			1441060	Open p.o. for instrument repairs	2371415039	73.37	
116401	THOMAS, ALISSA TAYLOR	02/12/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	99.05	99.05
116402	TRUSTEED PLANS SERVICE CORP	02/12/2015	0079831-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	4,489.07	14,886.85
			0079939-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	10,397.78	
116403	WATKINS, MISTY M	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	28.00	28.00
116404	WEIGHT, KATHLEEN J	02/12/2015	REIMBURSE	REIMBURSE MILEAGE	0	67.80	67.80
116405	WELLS FARGO FINAN LEASING INC	02/12/2015	5001899400	WELLS FARGO FINANCE LEASE OPEN PO FOR CHLOE CLARK, ANDERSON, PIONEER AND SHS	81415097	764.72	764.72
116406	WINNING SEASONS	02/12/2015	S2014289	t shirts for fitness of the month students	2371415047	192.00	192.00
116407	WITT COMPANY	02/12/2015	386453	SALTAR'S POINT COPIER SUPPLIES	1271415028	93.87	174.13

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			386456	OPEN PO FY 1415 SALTAR'S POINT COPIER SUPPLIES OPEN PO FY 1415	1271415028	80.26	
52	Computer			Check(s) For a Total of			349,643.39

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	52	Computer	Checks For a Total of	349,643.39
Total For	52	Manual, Wire Tran, ACH & Computer	Checks	349,643.39
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	349,643.39

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$12,687.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116408 through 116425, totaling \$12,687.75

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116408	AUTOLUBE TIRE & AUTOMOTIVE	02/19/2015	16769	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SERVICES	101415013	38.51	83.98
			16843	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SERVICES	101415013	45.47	
116409	BATTERIES PLUS	02/19/2015	245-344795	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	122.08	821.89
			245-345445	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	699.81	
116410	BEAUCHAINE, SUSANNE CHOE	02/19/2015	REIMBURSE	REIMBURSE MILEAGE	0	82.55	82.55
116411	BRITAIN, JAMES E	02/19/2015	REIMB MILEAGE	REIMBURSE MILEAGE AND SUPPLIES	0	213.73	213.73
116412	CAROLINA BIOLOGICAL SUPPLY CO	02/19/2015	49013534 RI	Science supplies - Ripp	2371415051	171.56	171.56
116413	COASTWIDE LABORATORIES	02/19/2015	GT2744130	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	110.06	110.06
116414	CONSOLIDATED ELECTRICAL DIST	02/19/2015	8541-785527	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	52.39	52.39
116415	GENERAL ELECTRIC CAPITAL CORP	02/19/2015	62236457	GE CAPITAL CORP OPEN PO FOR DISTRICT OFFICE COPIER	81415068	529.50	1,968.38
			62248112	GE CAPITAL CORP OPEN PO FOR SHS	81415063	695.78	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			62253393	COPIER GE CAPITAL CORP OPEN PO FOR PIONEER MIDDLE SCHOOL COPIER	81415064	743.10	
116416	HEALTH CARE AUTHORITY	02/19/2015	HCASBH2019	Medicaid Reimbursement	81415094	272.86	272.86
116417	HORTICULTURE SERVICE INC	02/19/2015	1005331	SHS HORTICULTURAL SERVICES FOR GLEB. **PLEASE SEE ATTACHED 5 QUOTES!**	141415024	193.29	193.29
116418	IMMEDIA	02/19/2015	65919	DIGITAL PRINTING / BINDERY / POSTAGE	0	103.93	103.93
116419	MICRO K12CONNECTED.COM	02/19/2015	0459015-IN	Projector for SHS Classroom	111415047	1,113.69	1,113.69
116420	QBSI	02/19/2015	IN364096	QBSI OPEN PO PRINT MANAGEMENT SERVICES	81415035	404.78	404.78
116421	STATE AUDITOR'S OFFICE	02/19/2015	L107235	STATE AUDIT SERVICES FOR STEILACOOM HISTORICAL SCHOOL DISTRICT NO 1	81415141	5,165.20	5,165.20
116422	TED BROWN MUSIC CO	02/19/2015	1472987	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	67.52	67.52
116423	US BANK EQUIP. FINANCE/US BANK	02/19/2015	272203720	US BANK EQUIPMENT FINANCE FY1415 OPEN PO FOR RISOGRAPH COPIERS AT CHLOE, SALTAR'S, AND SHS - DO NOT FAX	81415058	1,058.94	1,058.94
116424	WELLS FARGO FINAN LEASING INC	02/19/2015	5001911516	WELLS FARGO FINANCE LEASE OPEN PO FOR PIONEER NURSE'S OFFICE COPIER	81415073	173.00	173.00
116425	WITEA, SPRING CONFERENCE	02/19/2015	9456	SHS WITEA SPRING CONFERENCE FOR KURT BETHMAN AND CARL JONES *DO NOT FAX. I WILL FAX IT!*	141415026	630.00	630.00

18 Computer Check(s) For a Total of 12,687.75

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	18	Computer	Checks For a Total of	12,687.75
Total For	18	Manual, Wire Tran, ACH & Computer	Checks	12,687.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,687.75

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$54.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116426 through 116430, totaling \$54.70

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116426	GORMAN, MARIA	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK PAYMENT / M. GORMAN	0	5.00	5.00
116427	HAYASHIDA, MARSHA	02/19/2015	REFUND PE UNIFORM	REFUND PE UNIFORM / E. HAYASHIDA	0	18.00	18.00
116428	HOLLY, LEAH	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK / D. HOLLY-MASON	0	11.00	11.00
116429	HORNE, JOHN	02/19/2015	REFUND FOOD SVC	REFUND FOOD SVC / C. HORNE	0	4.70	4.70
116430	MCJUNKINS, TRINA	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK / M. CROSBY	0	16.00	16.00
				5 Computer	Check(s) For a Total of		54.70

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	54.70
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	54.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54.70

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$9,345.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116431 through 116431, totaling \$9,345.89

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116431	TRUSTEED PLANS SERVICE CORP	02/19/2015	0080040-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	9,345.89	9,345.89
				1 Computer	Check(s) For a Total of		9,345.89

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	9,345.89
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	9,345.89
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,345.89

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$77.05. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Voids/Cancellations, totaling \$77.05

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
109959	FRANKS, CHRISTOPHER	09/01/2014	LUNCH REFUND		0	6.25	6.25
109968	SANCHEZ, CELINE	09/01/2014	lunch reimb		0	47.80	47.80
110411	CORP, ERIC	09/01/2014	LOST BOOK PAY REFUND	LORD OF THE FLIES AND THEIR EYES WERE WATCHING GOD	0	23.00	23.00
			3	Void		Check(s) For a Total of	77.05

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	3	Voided	Checks For a Total of	77.05
			Net Amount	-77.05

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling ??????????????. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
110411	CORP, ERIC	02/09/2015	LOST BOOK PAY REFUND	LORD OF THE FLIES AND THEIR EYES WERE WATCHING GOD	0	-23.00	-23.00
			1	Void	Check(s) For a Total of		-23.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	-23.00
			Net Amount	23.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$45.75. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
 Voids/Cancellations, totaling \$45.75

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
110384	BENAVENTE, ROSABELLE	09/01/2014	LUNCH REIM		0	20.00	20.00
110387	CHOI, SUNGHEE ALYSE	09/01/2014	LUNCH REIMB		0	4.10	4.10
110396	HUGHES, KRISTINA	09/01/2014	LUNCH REIMB		0	3.10	3.10
110408	WEBSTER, ROXANNE	09/01/2014	LUNCH REIMB		0	7.55	7.55
110414	PING, MICHAEL	09/01/2014	LOST BOOK PAY REFUND	PAWS OFF CHEDDAR FACE	0	11.00	11.00

5 Void Check(s) For a Total of 45.75

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	5	Voided	Checks For a Total of	45.75
			Net Amount	-45.75

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$4,404.44. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:

Voids/Cancellations, totaling \$4,404.44

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115318	DELL K-12 EDUCATION	02/10/2015	XJJ4K3PK8	Office 2013 for SHS Laptops	111314058	4,404.44	4,404.44

1 Void Check(s) For a Total of 4,404.44

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	4,404.44
			Net Amount	-4,404.44

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$331.48. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Voids/Cancellations, totaling \$331.48

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
110968	CAMPBELL, SARAH JEANNE	02/12/2015	MIL REIMB WAVA	CONF WAVA FALL CONFERENCE	0	173.07	173.07
111159	BATES, LIA	02/12/2015	LUNCH REFUND		0	5.85	5.85
111168	MORGAN, RICHARD	02/12/2015	LUNCH REFUND		0	52.00	52.00
111420	HERNANDEZ, CHRISTINE	02/12/2015	BOOK PAYMENT REFUND	NAME OF BOOK RETURN OF THE MUMMY	0	4.99	4.99
111567	CHEN, GUI BING	02/12/2015	LUNCH REFUND	KIKI CHEN	0	3.15	3.15
111793	LILLIE, JAYME	02/12/2015	REFUND FOOD SERVICE	REFUND LUNCH FEES-R. LILLIE	0	3.00	3.00
111963	MARTIN, LATISHA	02/12/2015	WITHDRAWL 04/09/2013	J. NORWOOD, K2 HAS WITHDRAWN FROM 146 ON 04/09/2013	0	6.42	6.42
112263	HARDY, BENJAMIN	02/12/2015	REFUND FOR WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	3.00	3.00
112453	BORMAN, RACHEL	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	10.20	10.20
112462	GILMORE, PATRICK	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	8.05	8.05
112468	HUYCK, ELIZABETH MARIE	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	7.65	7.65
112470	JONES, CLAIRE	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	3.70	3.70
112477	LECOMPTE, KAREN	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	5.60	5.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112485	SALAS, ROBERTO	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	37.60	37.60
112487	SIEGL, MICHAEL	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	7.20	7.20
				15 Void	Check(s) For a Total of		331.48

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	15	Voided	Checks For a Total of	331.48
			Net Amount	-331.48

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$13,181.93. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:

Warrant Numbers 200246 through 200247, totaling \$13,181.93

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount			
200246	K&L GATES	02/05/2015	3048440	PROFESSIONAL LEGAL SERVICES FOR 14-15 SY	2001415007	79.00	79.00			
200247	NEVCO INC	02/05/2015	0000146390	SHS NEVCO SCOREBOARDS	2001415016	13,102.93	13,102.93			
							2	Computer	Check(s) For a Total of	13,181.93

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	13,181.93
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	13,181.93
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13,181.93

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,744.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:  
Warrant Numbers 200248 through 200251, totaling \$8,744.77

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200248	GREENE GASAWAY ARCHITECTS, PLL	02/13/2015	2015-02-02	ADMINISTRATION CENTER RELOCATION PLANNING FY1415	2001415001	527.00	527.00
200249	SAYLOR, SUSAN KAY	02/13/2015	2015-02-10	COSTCO EXPENSE REIMBURSEMENT	0	68.38	68.38
200250	SSA ACOUSTICS LLP	02/13/2015	2015-02-10	SALTAR'S PT ELEMENTARY SCHOOL ENVIRONMENTAL NOISE STUDY	2001415023	1,500.00	1,500.00
200251	TOWN OF STEILACOOM	02/13/2015	2015-02-05	SHS CLASSROOM REMODELING PROJECT BLDG/PLUMBING/MECH 'L PERMITS & PLAN REVIEW FEES	2001415022	6,649.39	6,649.39

4 Computer Check(s) For a Total of 8,744.77

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	8,744.77
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	8,744.77
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	8,744.77

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$84.61. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:  
Warrant Numbers 200252 through 200252, totaling \$84.61

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200252	STEILACOOM SCHOOL DISTRICT	02/20/2015	2015-01-07	CAPITAL PROJECT TO REIMBURSE GENERAL FUND	0	84.61	84.61
			1	Computer	Check(s) For a Total of		84.61

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	84.61
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	84.61
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	84.61

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$18,438.63. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402102 through 402116, totaling \$18,438.63

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402102	COSTCO	02/06/2015	25972761	OPEN PO FOR STUDENT STORE COSTCO FY1415 EXPENDITURE	4061415019	519.46	519.46
402103	DECA	02/06/2015	98120	DECA CLUB T-SHIRTS NOT TO EXCEED \$250 22 ea Custom White Tee 2 Color Front	4061415053	230.00	230.00
402104	ELDRIDGE PLAYS AND MUSICALS	02/06/2015	4205379	4007 DRAMA - SCRIPTS & ROYALTY FEES, NOT TO EXCEED \$250 8421 Play Murder by Ten 8421 Royalty Murder by Ted	4061415130	232.10	232.10
402105	FIFE HIGH SCHOOL ASB	02/06/2015	2015-01-17	2016 WRESTLING - Rick Sales Invitational Boys & Girls Entry Fee	4061415146	300.00	300.00
402106	HALLER, KYLE	02/06/2015	2015-01-29	Scorekeeping SCOREKEEPER FEES FOR 5 PIONEER GIRLS BASKETBALL EVENTS	4051415047	100.00	100.00
402107	JOSTENS	02/06/2015	2015-02-05	4013 YEARBOOK - Jostens yearbook payment remaining due per invoice	4061415142	5,386.97	5,386.97
402108	LAGO-LAGO APPAREL	02/06/2015	8168	2007 BOYS BASKETBALL - Lago and Lago Apparel uniforms 13 Full	4061415109	1,706.64	1,706.64

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				sublimated uniforms in white and red accents 13 Full			
402109	PAPA JOHN'S PIZZA	02/06/2015	S2208-15-1120	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	257.25
			S2208-15-1132	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1138	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1151	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1188	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
402110	PENWORTHY COMPANY	02/06/2015	0004664-IN	BOOK ORDER FOR LIBRARY ** P-CARD PURCHASE **	4021415013	897.29	897.29
402111	TACOMA BASKETBALL BOARD	02/06/2015	2015-35	Girls basketball refs 5 Game Fees 7th 2 Officials 5 Game Fees 8th 2 Officials 1 Game Fees C 2 Officials 6 Travel Fee 2 Officials 1 Assigning Fees	4051415045	1,106.00	3,554.00
			2015-49	GIRLS BASKETBALL OFFICIALS SERVICE FEES FOR 2014-15 8 GAME FEES VARSITY 3 OFFICIALS 7 GAMES FEES JV 2 OFFICIALS 8 TRAVEL FEE 3 OFFICIALS 4 TRAVEL FEE 2 OFFICIALS 1 ASSIGNING FEE	4061415063	2,448.00	
402112	WASHINGTON DECA	02/06/2015	01137133	4006 DECA - Washington DECA	4061415139	1,435.00	1,435.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402113	WASHINGTON MUSIC EDUCATORS ASS	02/06/2015	17656	registration T-shirts 4002 BAND WMEA All-State entries 2015: Steilacoom HS-Carnell-Schmidt , Chu	4061415106	650.00	650.00
402114	WHEELER, RICHARD A	02/06/2015	2015-01-15	SCOREKEEPING FOR 5 WRESTLING EVENTS, AND 1 GIRLS BASKETBALL EVENT	4051415046	120.00	120.00
402115	WIAA OFFICE	02/06/2015	17231	2000 Athletics - WIAA Annual Membership fees, Invoice 17231	4061415131	2,844.25	2,844.25
402116	WINNING SEASONS	02/06/2015	M2015017	PORT PC78H 1EA XXL DK GREEN PORT PC61 1EA XL WHITE REORDER-3C COLOR CHANGING NAMES-7EA	4051415044	205.67	205.67
				15 Computer	Check(s) For a Total of	18,438.63	

Check Summary

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	15	Computer	Checks For a Total of	18,438.63
Total For	15	Manual, Wire Tran, ACH & Computer	Checks	18,438.63
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	18,438.63

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$65.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402117 through 402118, totaling \$65.00

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402117	MIRANO, MICHELLE	02/10/2015	REFUND CHEER	REFUND CHEER - NATIONALS DEPOSIT / A. MESTER	0	60.00	60.00
402118	VAUGHAN, SHELLEY	02/10/2015	REFUND DECA	REFUND DECA CONFERENCE OVERPAYMENT / R. PUMPHREY	0	5.00	5.00
				2 Computer	Check(s) For a Total of		65.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	65.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	65.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	65.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$4,430.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402119 through 402127, totaling \$4,430.27

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402119	CURTIS HIGH SCHOOL	02/13/2015	2014-10-04	2003 CROSS COUNTRY SHS Curtis XC Invite entree fees ATTN: April Cavelti, Student Accounts	4061415152	100.00	375.00
			2015-01-31	2016 SHS WRESTLING TEAM - Berserker Invitational Entry Fee PAYABLE TO CURTIS HIGH SCHOOL WRESTLING	4061415151	275.00	
402120	GOLD MEDAL TIMING LLC	02/13/2015	528	2000 ATHLETICS - GOLD METAL INVOICE 528 FROM SCHOOL YEAR 2013-2014	4061415147	400.00	800.00
			557	2000 ATHLETICS - GOLD METAL INVOICE 528 & 557 FROM SCHOOL YEAR 2013-2014	4061415147	400.00	
402121	HENRY M. JACKSON HIGH SCHOOL A	02/13/2015	2015-01-31	2016 WRESTLING - LADY WOLF PACK INVITATIONAL ENTRY FEE PAYABLE TO JHS ASB FOOTBALL	4061415160	45.00	45.00
402122	MOUNTAIN REGION MUSIC EDUCATOR	02/13/2015	012659-001312	solo & ensemble fees	4051415039	490.00	490.00
402123	PAPA JOHN'S PIZZA	02/13/2015	S2208-15-1152	4012 STUDENT STORE *OPEN PO*	4061415111	51.45	205.80

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			S2208-15-1162	PAPA JOHNS 4012 STUDENT STORE *OPEN PO*	4061415111	51.45	
			S2208-15-1163	PAPA JOHNS 4012 STUDENT STORE *OPEN PO*	4061415111	51.45	
			S2208-15-1201	PAPA JOHNS 4012 STUDENT STORE *OPEN PO*	4061415111	51.45	
402124	SPSL TOURNAMENT ACCT/SUMNER HI	02/13/2015	2014-10-21	GOLF SPSL STATE QUALIFYING TOURNAMENT SCHOOL AND PLAYER FEES - PAYABLE TO SPSL TOURNAMENT ACCT	4061415065	205.00	205.00
402125	STELLACOOM SCHOOL DISTRICT	02/13/2015	2015-02-04	PIONEER ASB FUND TO REIMBURSE GF	0	300.00	842.47
			3004-127	SP ASB FUND TO PAY FOR PANTAGES THEATER FLD TRIP TRANSPORTATION - 10:30 TRIP	0	368.83	
			3005-127	SP ASB FUND TO PAY FOR PANTAGES THEATER FLD TRIP TRANSPORTATION-8:4 5 TRIP	0	173.64	
402126	SUNRISE DISTRIBUTION, INC.	02/13/2015	STHS 017	SHS STUDENT STORE OPEN PO FOR FY1415 ISLAND OASIS EXPENDITURE	4061415014	1,072.00	1,407.00
			STHS 018	SHS STUDENT STORE OPEN PO FOR FY1415 ISLAND OASIS EXPENDITURE	4061415014	335.00	
402127	WASHINGTON HIGH SCHOOL WRESTLI	02/13/2015	2015-01-31	2016 SHS WRESTLING - SPC Caron Memorial Invitational Entry Fee	4061415150	60.00	60.00
			9	Computer	Check(s) For a Total of		4,430.27

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	9	Computer	Checks For a Total of	4,430.27
Total For	9	Manual, Wire Tran, ACH & Computer	Checks	4,430.27
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,430.27

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$33.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402128 through 402128, totaling \$33.00

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402128	STELLACOOM SCHOOL DISTRICT	02/18/2015	BOYS SWIM TEAM	SHS BOYS SWIM & DIVE TEAM ENTRY FEES FOR STATE MEET	0	33.00	33.00

1 Computer Check(s) For a Total of 33.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	33.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	33.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	33.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$59.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:

Warrant Numbers 402129 through 402130, totaling \$59.00

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402129	GARCIA SUAREZ, VICTOR	02/19/2015	REFUND FIELD TRIP	REFUND 4TH GRADE FIELD TRIP / D. GARCIA SANTIAGO	0	14.00	14.00
402130	NARRY, AUBREY	02/19/2015	REFUND SOCCER	REFUND SOCCER USER FEE / E. NARRY	0	45.00	45.00
				2 Computer	Check(s) For a Total of		59.00

Check Summary

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	59.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	59.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	59.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,623.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402131 through 402138, totaling \$1,623.89

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402131	COSTCO	02/20/2015	259796412	OPEN PO FOR STUDENT STORE COSTCO FY1415 EXPENDITURE	4061415019	254.09	254.09
402132	FERROUS ENTERTAINMENT	02/20/2015	136	DJ for Valentine Dance	4051415049	200.00	200.00
402133	HOYE, MICHAEL	02/20/2015	2014-12-10	Mike Hoye-Accompanist Winter Choir Concert Fee	4051415033	100.00	100.00
402134	PACIFIC WELDING	02/20/2015	01267779	SHS STUDENT STORE FY 1415 OPEN PO FOR PACIFIC WELDING	4061415017	11.21	11.21
402135	PAPA JOHN'S PIZZA	02/20/2015	S2208-15-1202	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	234.74
			S2208-15-1234	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	28.94	
			S2208-15-1235	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1256	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1257	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
402136	RAINIER APPAREL	02/20/2015	L2014388	1000 - ASB GEAR 4 SAN MAR MODEL ST970 MEN'S JACKET 3 SAN MAR	4061415085	403.85	403.85

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402137	SPECIALTY FROZEN DISTRIBUTING	02/20/2015	624475	MODEL LST970 LADY'S JACKETS SPECIALTY FROZEN DISTRIBUTING	4061415041	360.00	360.00
402138	WEST BLACK HILLS HIGH SCHOOL	02/20/2015	2015-02-03	FY1415 OPEN PO FOR STUDENT STORE 2005 FAST PITCH - AG West Black Hills High School Fast Pitch Jamboree Entry Fee	4061415149	60.00	60.00
				8 Computer	Check(s) For a Total of		1,623.89

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	1,623.89
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	1,623.89
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,623.89

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

<b>Personnel Report 2-25-15</b>				
<b>Name</b>	<b>Action</b>	<b>Location</b>	<b>Effective Date</b>	<b>Stipend Amount</b>
Robertson David	Head Track Coach	High School	3/2/2015	4,927.50
Bethman Kurt	Assistant Tennis Coach Girls	High School	3/2/2015	3,566.63
Isler Denise	Science Fair	Saltar's Point	2/27/2015	250.00
Merritt Linda	Science Fair	Saltar's Point	2/27/2015	250.00

Steilacoom Historical School District No. 1  
 Certificated Personnel Report

<b>Personnel Report 2-25-15</b>						
<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
Wheeler Richard	Teacher	1.00	Pioneer	6/10/2015	Retirement	

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION Second Reading Board Policy: 6700 – Nutrition and Physical Fitness**  
       **INFORMATION**

**BACKGROUND INFORMATION:** In the District’s continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following transportation policies are in need of minor revisions:

Policy 6670 – Nutrition and Physical Fitness

- Updated to include new requirements of Healthy and Hunger-Free Kids Act of 2010 resulting in significant changes to policy. Inclusion physical fitness content.

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policy 6700.

**Report prepared by: Jim Brittain – Executive Director of Finance and Operations**

## NUTRITION AND PHYSICAL FITNESS

The board recognizes that childhood obesity has reached epidemic levels in Washington and throughout the country. Overweight children are at a higher risk for developing severe long-term health problems, and overweight children are affected by discrimination, psychological stress, and low self-esteem. However, research indicates that obesity and subsequent diseases are largely preventable through diet and regular physical activity. Research also indicates that becoming physically active and maintaining a regular physical activity program significantly reduces the risk of some obesity and some cancers, diabetes and other chronic diseases.

Children who eat well-balanced meals and are healthy are more likely to learn in the classroom. The board supports increased emphasis on nutrition as well as physical activity at all grade levels to enhance the well-being of our district's youth. Therefore, it is the policy of the board to provide students:

- Students access to nutritious food;
- Opportunities for physical activity and developmentally appropriate exercise; and
- Accurate information related to these topics.

The superintendent will develop and implement a comprehensive district-wide nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program and the School Breakfast Program. To implement the program, the superintendent will adopt and implement a comprehensive curriculum on health, fitness and nutrition consistent with the Essential Academic Learning Requirements (EALRs). The curriculum will provide opportunities for developmentally appropriate instruction for grades K-12. The input of staff, students, parents and public health professions in the development of the curriculum is encouraged.

Nutrition, health and fitness topics will be integrated within the sequential, comprehensive health education curriculum taught at every grade level, kindergarten through grade 12, and coordinated with the district's nutrition and food services operation.

The district will take a proactive effort to encourage students to make nutritious food choices.

The superintendent will ensure that:

- A variety of healthy food choices are available whenever food is sold or served on district property or at district-sponsored events;
- Schools will regulate the sale or serving of foods or snacks high in fat, sodium or added sugars; and
- Nutritious meals served by the school nutrition and food services operation complies with state and federal law.

### **Nutrition Standards**

The district will provide school breakfasts and lunches which meet the nutritional standards required by state and federal school breakfast and lunch programs. Meals served in school before the end of the last lunch period will conform to the U.S. Dietary Guidelines for Americans.

All foods sold on campus during the school (e.g., vending machines, bake sales, school stores) must meet USDA Smart Snacks in Schools standards. No food or drink items will be offered in vending machines unless they have been approved by the principal.

### **Food Services Program**

The district supports the philosophy of the National School Lunch and Breakfast programs and will provide wholesome and nutritious meals for children that meet USDA guidelines in the district's schools. The Board authorizes the superintendent to administer the food services program, provided that any decision to enter into a contract with a private food service agency will require the approval of the Board. Expenditures for food supplies will not exceed the estimated revenues.

Because of the potential liability of the district, the food services program will not accept donations of food other than as provided in this policy without the expressed approval of the board. Should the board approve a food donation, the superintendent will establish inspection and handling procedures for the food and determine that the provisions of all state and local laws have been met before selling the food as part of the school lunch menu.

### **Free And Reduced-Price Food Services**

The district will provide free and reduced-price breakfasts, lunches and milk to students according to the terms of the National School Lunch and Breakfast programs and the laws and rules of the state. The district will inform parents of the eligibility standards for free or reduced price meals. Reasonable efforts will be made to protect the identity of students receiving such meals. A parent has the right to appeal any decision with respect to his/her application for free or reduced-price food services to the superintendent or designee.

On Test days the district may provide free, nutritious meals to all students, including those who do not qualify for free or reduced priced federal school meal benefits. However, the district is responsible for the cost of providing meals to students who are ineligible for free and reduced priced meals.

The board of directors may establish a program whereby school meals may be provided to anyone other than students of the district at the greatest price charged any student plus an amount representing the portion of the lunch cost paid for from local, state and federal assistance (cash and food).

### **USDA Foods**

The district will use USDA Foods made available under the Federal Food Distribution Program for school meal programs.

### **Physical Education - Health and Fitness Curriculum**

The superintendent will adopt and implement a comprehensive health and fitness curriculum consistent with the EALRs. The curriculum will provide opportunities for developmentally appropriate instruction for grades K-12. Evaluation procedures will utilize classroom-based assessments or other strategies.

All students in grades one through eight are required to complete an average of one hundred instructional minutes per week of physical education. This includes instruction and practice in basic movement and fine motor skills, progressive physical fitness, and wellness activities through age-appropriate activities. All high school students are required to complete two credits of health and fitness. The district encourages all high schools to offer a variety of health and fitness classes for each grade in the high school.

Suitable adapted physical education will be included as part of individual education plans for students with chronic health problems, other disabling conditions, or other special needs that preclude such student's participation in regular physical education instruction or activities.

In addition to required physical education, students at the elementary level should have the opportunity to participate in daily recess and physical activity. The district will provide daily recess period(s) for elementary school students, featuring time for unstructured but supervised active play. The district is encouraged to provide adequate co-curricular physical activity programs, including fully inclusive intramural programs and physical activity clubs; and to promote the use of school facilities for physical activity programs offered by the school and/or community-based organizations outside of school hours.

Cross References:                   4260 - Use of School Facilities  
  2410 - High School Graduation Requirements

Legal References:

RCW 28A.230.040 Physical Education – Grades 1-8  
RCW 28A.230.050 Physical Education in High Schools  
RCW 28A.235.120 Meal Programs — Establishment and Operation — Personnel — Agreements  
RCW 28A.235.130 Milk for children at school expense  
RCW 28A.623.020 Nonprofit program for elderly — Authorized — Restrictions  
RCW 69.04 Intrastate Commerce in Food, Drugs and Cosmetics  
RCW 69.06.010 Food and beverage service worker's permit — Filing, duration — Minimum training requirements  
RCW 69.06.020 Permit exclusive and valid throughout state — Fee  
RCW 69.06.030 Diseased persons — May not work — Employer may not hire  
RCW 69.06.050 Permit to be secured within fourteen days from time of employment.  
RCW 69.06.070 Limited duty permit  
WAC 392-410-135 Physical Education – Grade school and high school requirement.  
WAC 392-410-136 Physical Education Requirement-Excuse  
7 CFR, Parts 210 and 220  
7 CFR, Part 245.5

Management Resources:

2014 - February Issue

OSPI, January 2013 Wellness Policy Best Practices

Policy News, February 2005 Nutrition and Physical Fitness Policy

Policy News, December 2004 Nutrition and Physical Fitness Update

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised: 2.23.11; 2.25.15**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION Second Reading of Board Policies: 6800 – Safety, Operations and Maintenance of School Property and 6801 – Capital Assets and Theft Sensitive Assets**

**BACKGROUND INFORMATION:** In the District’s continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following transportation policies are in need of minor revisions:

Policy 6800 – Safety, Operations and Maintenance of School Property

- Addition of Safety to title
- Addition of language to include playground equipment and chemical and laboratory safety
- Minor wording edits

Policy 6801– Capital Assets and Theft Sensitive Assets

- Minor wording edits

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policies 6800 and 6801.

**Report prepared by: Jim Brittain – Executive Director of Finance and Operations**

## **SAFETY, OPERATIONS AND MAINTENANCE OF SCHOOL PROPERTY**

### **A. Facilities Maintenance**

The superintendent will provide for a program to maintain the district physical plant and grounds by way of a continuous program of repair, maintenance and reconditioning. Budget recommendations will be made each year to meet these needs and any such needs arising from an emergency.

### **B. Infrastructure Management**

The Steilacoom Historical School District Board of Directors also desires to maintain the infrastructure of district facilities.

In order to assure state funding, for facilities constructed new or new in lieu after 1994, the board of directors will adopt an asset preservation program (APP). The APP will preserve the district facilities by employing a system of predictive, preventative, and proactive processes. Annually, the superintendent will report to the Board on the condition of the facilities and the effectiveness of the APP. Every sixth year an independent assessment will be conducted and reported to the Board and the Office of Superintendent of Public Instruction.

Additionally, the superintendent will develop a process to evaluate all pre-1994 facilities for possible participation in the asset preservation program.

For initial participation in the APP, the board will submit a resolution to the Office of Superintendent of Public Instruction committing the district to implement the program.

The superintendent will develop procedures for the asset preservation program.

### **C. Playground Equipment**

The board recognizes that playground equipment is an essential part of a complete school facility. All playground equipment, whether purchased by the district or donated by a community or school-related group, should be assessed in terms of suitability and durability and for possible health or safety hazards. Consideration will also be given to potential hazards when the playground is unsupervised during non-school hours.

The superintendent will develop specifications for playground equipment and related play surfaces. These specifications shall serve as criteria for the selection of playground equipment. Selection and installation of playground equipment will be based upon safety and contribution to child development.

### **D. Chemical and Laboratory Safety**

The board recognizes the potential health and safety hazards that exist as a result of chemical storage and handling. Instruction will be emphasized in the safe and proper use of chemicals and substances and proper laboratory techniques. All students and staff are to wear safety glasses or goggles whenever they are working under potentially hazardous conditions. Laboratories should be ventilated sufficiently enough to provide a healthful, nonhazardous environment.

The superintendent is directed to establish safety guidelines and procedures which will minimize the hazards inherent in the science classes and laboratories in the schools.

**E. Destruction of School Property**

Staff will ensure that buildings, grounds, equipment and furniture are not abused. Students or non-students who abuse school property may be disciplined and required to pay for the damage incurred.

The superintendent will establish procedures for the investigation and reporting of damage or loss and will initiate action to collect for damages. A student's grades, transcript or diploma may be withheld until restitution is made.

Cross References:

- 6605 - Student Safety Walking to School and Riding Buses
- 6511 - Staff Safety
- 3520 - Student Fees, Fines, or Charges
- 2151 - Interscholastic Activities

Legal References:	RCW 28A.635.060	Defacing or injuring school property — Liability of pupil, parent, or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — voluntary work program as alternative — Rights protected
	WAC 392.347.023	State Assistance in Post 1993 Facilities
	RCW 28A.335.300	Playground Matting

Management Resources: 2011 – October Issue  
2009 - June Issue

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised: 2.25.15**

## **CAPITAL ASSETS/THEFT-SENSITIVE ASSETS**

### **Capital Assets**

The District will maintain a comprehensive capital assets record-keeping system. The goal of the capital assets program is to protect the district against losses that would significantly affect the District's students, staff, property, budget or the ability of the district to continue to fulfill its stewardship responsibilities.

For purpose of this policy, "capital assets" will mean land, improvements to land, easements, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure and all other tangible and intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period which:

- A. Retains its shape and appearance with use;
- B. Is nonexpendable, meaning if the item is damaged or some of its parts are lost or worn out, it may be more feasible to repair it than to replace it with an entirely new item.
- C. It does not lose its identity when incorporated into a more complex unit;
- D. Is valued no less than \$5,000 unless a lesser amount is set by the district; and
- E. Has a life expectancy of at least one year.

Federal law requires a physical inventory of federally-funded assets at least once every two years. Reconciled inventory reports will be provided to the board. Such report will identify lost, damaged or stolen capital assets. Missing capital assets will be removed from district property records by a vote of the board.

No equipment shall be removed for personal or non-school use.

### **Theft-Sensitive Assets**

For purposes of this policy, "theft-sensitive" are those items identified by the district as most subject to loss (e.g., audio-visual equipment, laptop computers, digital cameras or other electronic devices). The District should establish procedures for internal controls and conduct an annual inventory of theft-sensitive assets.

The board will be provided a report identifying equipment not accounted for in the annual inventory. This equipment will be removed from the district property records through school board action annually.

The superintendent will develop procedures to implement this policy, including maintenance requirements and sales procedures to ensure the highest possible return.

Cross References: Board Policy 6570

Property and Data Management



**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION** Second Reading of Board Policy: 6810 -Energy Management, Education and Conservation and Board Policy: 6882 - Sale of Real Property

**BACKGROUND INFORMATION:** In the District's continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following transportation policies are in need of minor revisions:

Policy 6810 – Energy Management, Education and Conservation

- Addition of language regarding energy conservation
- New legal reference
- Minor wording edits

Policy 6882 – Sale of Real Property

- Minor wording edits
- Additions regarding proceeds from the sale of property

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent approve Policy 6810 and 6882.

**Report prepared by:** Jim Brittain – Executive Director of Finance and Operations

## **ENERGY MANAGEMENT, EDUCATION and CONSERVATION**

The board recognizes the responsibility to develop and maintain programs to support the conservation of energy and natural resources. In recognition of this leadership responsibility, the district will strive to (a) institute effective energy management and (b) provide information and develop conservation attitudes and skills for the students it serves. To achieve the objectives of energy management, the board will appoint a team representing the board, administration, staff, students, parents and utility representatives to develop and review plans for efficient energy management in the daily operation of the district's facilities. The committee will have the responsibility to:

- A. Assess past and present energy consumption practices;
- B. Review current operational and maintenance practices;
- C. Study operation changes designed to reduce consumption and related costs;
- D. Examine the feasibility of retrofitting alternatives for existing facilities as a result of engineering studies and reports;
- E. Provide periodic reports and/or recommendations to the superintendent and board;
- F. Monitor the energy management measures which are implemented;
- G. Ensure, through a monitoring process, that instruction in energy use and conservation is incorporated into the district's program.

The board, as part of its educational mission, desires to foster the conservation ethic among the students. To achieve the objectives of the energy education program, instructional activities will be designed to change the student's perceptions of the supply and costs of natural resources which, in turn, will stimulate skill building to effect responsible conservation behavior in students. As part of the educational process, students will be encouraged to assess the energy consumption policies of the school as a means of applying knowledge and skill.

The superintendent is authorized to establish annual energy management goals, annual energy education goals, and extrinsic rewards to school buildings in recognition of conservation accomplishments. The superintendent will make periodic and annual evaluation reports to the board.

### **Energy Conservation**

In light of the increasing cost and dwindling supply of conventional energy sources, a life cycle cost analysis will be required of each major construction project. A life cycle cost analysis will include a description of:

- A. Insulation and heat retention factors;
- B. Variable occupancy and operating conditions to be incurred by the facility;
- C. Overall supply and demand of the facility's energy system and actual or potential utilization of outside energy sources, such as climate;
- D. Initial cost of energy plant; and
- E. An energy consumption analysis comparing alternative energy systems.



## SALE OF REAL PROPERTY

The board has exclusive control of the acquisition and disposal of all district property. This power will be exercised only when the board determines by resolution that such property is or is not necessary for school purposes.

Once the board has considered all the factors relating to a proposed sale of real property, it will comply with all requirements of the law, including:

- A. A market value appraisal by a professionally designated real estate appraiser or by a general real estate appraiser certified under Chapter 18.140 RCW, selected by the board will be secured.
- B. No sale of real property is to take place if the sale price would be less than 90 percent of the appraisal made by the appraiser unless the property has been on the market for one year, in which case it may be reappraised and sold for not less than 75 percent of the reappraisal value if the sale is approved by the unanimous consent of the board.
- C. If the appraised value exceeds \$70,000 notice that such a sale is being considered is to be published in a newspaper of general circulation within the district for at least two consecutive weeks. The notice will describe the property and specify the date, time and place of a public hearing scheduled to consider the property specified for sale. Evidence concerning the proposed sale along with the advisability of selling the parcel is to be taken into account by the board at such a hearing.
- D. Bids may be secured or a licensed real estate broker may be engaged. If the latter, the commission will not exceed 7 percent. Any appraiser selected by the board to appraise the market value of a parcel of property may not be a party to any contract with the district to sell the parcel for a period of three years after the appraisal. No bid award will be made within a forty-five day period following publication of notice of the intended sale in a newspaper of general circulation in the district.

Receipts from the sale of real property will be placed into the debt service fund or in the capital projects fund. Proceeds from the sale of the property may be used to reimburse district funds for costs associated with the sale. The reimbursements may be deposited back into the fund from which the sale-related expenditure occurred.

Legal References:	RCW 28A.335.090	Conveyance and acquisition of property — Management — Appraisal
	RCW 28A.335.120	Real property — Sale — Notice of and hearing on — Appraisal required — Broker or real estate appraiser services — Real estate sales contracts, limitations
	RCW 39.33.010	Sale, exchange, transfer, lease of public property authorized — Section deemed alternative
	Ch. 18.140 RCW	Certified Real Estate Appraiser Act

RCW 28A.335.060

Surplus school property — Rental, Lease  
or use of — Disposition of Moneys  
Received From

Management Resources: June 2011  
February 2005  
June 2001

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised: 2.25.15**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION**  Second Reading Policy 2145 Suicide Prevention  
 INFORMATION

**BACKGROUND INFORMATION:**

This policy is presented in response to the new state law requiring districts to have a plan in place for recognizing, screening, referring and responding to students in emotional and behavioral distress.

The new law, RCW 28A.320.127, requires each district's plan to address at a minimum seven key components: 1) staff training; 2) how to utilize trained staff; 3) staff response to warning signs; 4) development of community partnerships; 5) communications with parents; 6) response when a student is in imminent danger to himself or herself or others; and 7) post-event support to students and staff.

This new policy tracks WSSDA's recommendations.

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policy 2145.

**Report prepared by:**

**Susanne Beauchaine-Executive Director Student Services**

## **SUICIDE PREVENTION**

The Steilacoom School District Board of Directors recognizes that suicide is a leading cause of death among youth and that suicidal indicators such as substance abuse and violence are complex issues that should be taken seriously. While district staff may recognize potentially suicidal youth and the district can make an initial risk assessment, the district cannot provide in-depth mental health counseling. Instead, the board directs district staff to refer students who exhibit suicidal behaviors to an appropriate service for further assessment and counseling.

District staff who have knowledge of a suicide threat must take the proper steps to support the student and to report this information to the building principal or designee who will, in turn, notify the appropriate school officials, the student's family and appropriate resource services.

The board also recognizes the need for youth suicide prevention procedures. The district will adopt and, at the beginning of each school year, provide to all district staff, including substitute and regular bus drivers, a plan for recognizing, screening, referring and responding to students in emotional or behavioral distress. At a minimum, the plan will:

- Identify training opportunities for staff on recognizing, screening and referral of students in emotional or behavioral distress, including those who exhibit indicators of substance abuse, violence or suicide;
- Describe how to utilize the expertise of district staff trained in recognition, screening and referral;
- Provide guidelines, based on staff expertise, for responding to suspicions, concerns or warning signs of emotional or behavioral distress;
- Address development of partnerships with community organizations and agencies for referral of students to support services, to include development of at least one memorandum of understanding between the district and one such entity;
- Contain procedures for communication with parents;
- Describe how staff should respond to a crisis situation where a student is in imminent danger to himself or herself or others;
- Describe how the district will provide support to students and staff after an incident of violence or student suicide.

The superintendent will develop and implement the plan and a staff training schedule to achieve the board's goals and objectives.

Cross References:                    3211 - Transgender Students  
   3207 - Prohibition of Harassment, Intimidation and Bullying  
   2140 - Guidance and Counseling

Legal References:

RCW 28A.410.226 Washington professional educator standards board — Training program on youth suicide screening — Certificates for school nurses, social workers, psychologists, and counselors — Adoption of standards.

RCW 28A.410.043 School Counselor Certification

RCW 28A.320.1271 Model school district plan for recognition, initial screening, and response to emotional or behavioral distress in students.

RCW 28A.320.127 Plan for recognition, screening, and response to emotional or behavioral distress in students.

Management Resources:

2014 - December Issue

2011 - April Issue

**Adoption Date: 2.25.15**

**School District: Steilacoom Historical School District No. 1**

**Revision Date:**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION Second Reading Policy 3115 Homeless Students Enrollment Rights and Services**  
 INFORMATION

**BACKGROUND INFORMATION:**

This policy is updated due to the passage of SSB 6074 from the 2014 regular session. The new law requires additional efforts by districts to identify students who qualify under the McKinney Vento Act (homeless).

Revisions follow WSSDA's model policy.

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policy 3115.

**Report prepared by:**

**Susanne Beauchaine-Executive Director Student Services**

## **HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES**

To the extent practical and as required by law, the district will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school.

Homeless students will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, bilingual education, vocational and technical education programs, gifted and talented programs and school nutrition programs.

Homeless students are defined as lacking a fixed, regular and adequate nighttime residence, including those students who are:

- A. Sharing the housing of other persons due to loss of housing or economic hardship;
- B. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
- C. Living in emergency or transitional shelters;
- D. Abandoned in hospitals;
- E. Awaiting foster care placement;
- F. Living in public or private places not designed for or ordinarily used as regular sleeping accommodation;
- G. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings; or
- H. Migratory children living in conditions described in the previous examples.

The superintendent will designate an appropriate staff person to be the district's liaison for homeless students and their families.

According to the child's or youth's best interest, homeless students will continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Instead of remaining in the school of origin, parents or guardians of homeless students may request enrollment in the school in the attendance area the student is actually living.

Attendance options will be made available to homeless families on the same terms as families who reside in the district, including attendance rights acquired by living in attendance areas, other student assignment policies, and intra and inter-district choice options.

If there is an enrollment dispute, the student will be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian will be informed of the district's decision and their appeal rights in writing. The district's liaison will carry out dispute resolution as provided by state policy. Unaccompanied youth will also be enrolled pending resolution of the dispute.

Once the enrollment decision is made, the school will immediately enroll the student, pursuant to district policies. However, enrollment may not be denied or delayed due to the lack of any document normally required for enrollment, including academic records, medical records, proof of residency, mailing address or other documentation. If the student does not have immediate access to immunization records, the student will be admitted under a personal exception.

Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Records from the student's previous school will be requested from the previous school pursuant to district policies. Emergency contact information is required at the time of enrollment consistent with district policies, including compliance with the state's address confidentiality program when necessary. However, emergency contact information cannot be demanded in a form or manner that creates a barrier to enrollment and/or attendance at school.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally.

The district's liaison for homeless students and their families will coordinate with local social service agencies that provide services to homeless children and youths and their families; other school districts on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. This coordination includes providing public notice of the educational rights of homeless students where such children and youth receive services under the McKinney-Vento Act, such as schools, family shelters and soup kitchens. The district's liaison will also review and recommend amendments to district policies that may act as barriers to the enrollment of homeless students.

The superintendent will:

- Strongly encourage district staff, including substitute and regular bus drivers to annually review the video posted on the OSPI website on identification of student homelessness;
- Strongly encourage every district-designated homeless student liaison to attend trainings provided by the state on identification and serving homeless youth. Ensure that the district includes in materials provided to all students at the beginning of the school year or at enrollment, information about services and support for homeless students.
- Use a variety of communications each year to notify students and families about services and support available to them if they experience homelessness.

Cross References:	Board Policy 3120 Board Policy 3231 Board Policy 3413	Enrollment Student Records Student Immunization and Life-Threatening Conditions
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Legal References:	RCW 28A.225.215 20 U.S.C. 6301 et seq. 42 U.S.C. 11431 et seq.	Enrollment of children without legal residences No Child Left Behind Act McKinney-Vento Homeless Assistance Act
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Management Resources:    *Policy News*, December 2014  
                                      *Policy News*, October 2002  
                                      *Policy News*, October 2004

**Adoption Date: 2.27.08**  
**Steilacoom Historical School District**  
**Revised: 10.23.13; 2.25.15**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**   X   **ACTION Second Reading Policy 3417 Catheterization**  
           **INFORMATION** \_\_\_\_\_

**BACKGROUND INFORMATION:**

This policy is updated to mirror language specifically outlined in RCW 28A.210.280 - which provides a distinction that an employee who is not a licensed nurse may opt out of performing catheterizations of students if their job description does not require them to perform the procedure.

Revisions follow WSSDA's model policy.

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policy 3417.

**Report prepared by:**

**Susanne Beauchaine-Executive Director Student Services**

## CATHETERIZATION

The board authorizes qualified staff to provide clean, intermittent bladder catheterization (CIC) of students or assisted self-catheterization according to rules adopted by the State Board of Nursing.

Catheterization is authorized under the following conditions:

- A parent, legal guardian or other person having legal control over the student files a written, current and unexpired request that the district provide for the catheterization of the student;
- A licensed physician of the student files a written, current and unexpired request that catheterization of the student be provided for during the hours when school is in session or the hours when the student is under the supervision of school officials;
- A registered nurse provides written, current and unexpired instructions regarding catheterization that states which staff members are designated to provide for catheterization and a description of the nature and extent of any supervision that is required; and
- Any staff member who is authorized to provide for catheterization must receive training from a registered nurse consistent with the rules of the State Board of Nursing. Licensed practical nurses (LPNs) are trained to provide catheterization as part of their professional preparation and are not subject to this training requirement.

Employees (except licensed nurses) who have not previously agreed in writing to perform clean, intermittent bladder catheterization as a specific part of their job description may file a written letter of refusal to perform catheterization. The employee's refusal may not serve as grounds for discharge, nonrenewal or any other action adversely affecting the employee's contract status.

The district and its staff and the staff member who provides for catheterization in substantial compliance with this policy and the rules of the state board of nursing will not be liable in any criminal action or for civil damages arising from providing catheterization. The district may discontinue catheterization service for a student without being liable so long as the affected parents/guardians are given advance oral/written notice.

Cross References:	Board Policy 2161	Special Education and Related Services for Eligible Students
Legal References:	RCW 28A.210.290	Catheterization of School Students — Immunity from liability
	28A.210.255	Provision of health services in public and private schools — Employee job description
	28A.210.280	Catheterization of public and private school students

WAC 246-840-820

Provision for clean, Intermittent  
Catheterization in schools

Management Resources: *Policy News*, June 2003

*Policy News*, December 2003

Catheterization Policy Update  
Updated Legal References for  
Catheterization, Facilities Planning  
and Student Records Policies

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised 7.24.14; 2.25.15**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION** **First Reading of Board Policy 6881-Disposal of Surplus Equipment and/or Materials**

**BACKGROUND INFORMATION:** In the District’s continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following policy is in need of revision:

Policy 6881 – Disposal of Surplus Equipment and/or Materials

- Specific instructions on disposal of books or reading materials
- Item value needing Board approval if sold
- Defines “notice” of surplus items
- Assistive devices and students with disabilities – not declared surplus
- New legal reference regarding assistive devices

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to move Policy 6881 to a second reading.

**Report prepared by:** **Jim Brittain – Executive Director of Finance and Operations**

## DISPOSAL OF SURPLUS EQUIPMENT AND/OR MATERIALS

The board has the authority to declare equipment, supplies, furniture and other district personal property obsolete and/or surplus. The superintendent shall will establish procedures for their transfer, sale, trade or disposal of such surplus in accordance with Washington statutes and regulations. Such equipment and/or material may instead be granted to a federal, state or local governmental entity, or to indigent persons, at no cost, on the condition the property is used for preschool through twelfth grade educational purposes, except that the board must approve of any sales where:

A. A single unit item has a current value in excess of \$500; and/or

B. Multiple items have a total unit value in excess of \$1,000.

Surplus or obsolete books or other reading materials will be disposed of as follows:

A. If the reading materials are estimated to have value as reading materials in excess of \$1,000, they will be sold at public auction to the person submitting the highest reasonable bid following publication of notice of the auction in a newspaper with a general circulation in the district;

B. If no reasonable bids are submitted or if the reading materials are estimated to have value as reading materials of \$1,000 or less, the district may directly negotiate the sale of the reading materials to a public or private entity; or

C. If the reading materials are determined to have no value as reading materials or if no purchaser is found, the reading materials may be recycled or destroyed.

Prior to disposing of any surplus texts, other books, equipment, materials or relocatable facilities, the superintendent will serve written notice in a newspaper of general circulation in the school district and to any public school district or private school in Washington state annually requesting such notice. All schools on the list will be notified in writing of the materials and equipment that is available. The material or equipment will be sold to any interested public or private school at its depreciated cost or fair market value, whichever is greater. Students will have priority in the purchase of texts. Disposition of such surplus property to parties other than public or private schools may take place thirty days after written notice is served.

The preceding notice requirements do not apply to the loan, lease, sale or transfer of assistive devices for the use or benefit of children with disabilities, their parents, or any public or private nonprofit agency providing education, health or rehabilitation services to individuals with disabilities. Such devices do not need to be declared surplus. The sale or transfer of such devices will be recorded and based on the item's depreciated value. The district will establish and maintain an inventory of assistive technology devices whose value exceeds \$100, and for each device will establish a value that will be adjusted annually to reflect depreciation.

“Assistive device” means any item, piece of equipment, or product system, whether acquired

commercially off-the-shelf, modified or customized, that is used to increase, maintain, or improve functional capabilities of children with disabilities.

~~Surplus equipment and/or material that is offered for sale but not purchased, and declared by the district to have no other value, will be disposed of in the safest, most economical and expedient manner available to the district in accordance with Washington statutes and regulations.~~

Funds derived from the rental, sale or lease of student transportation equipment shall will be placed into the transportation vehicle fund. Funds derived from the sale of personal property shall will be placed into the general fund.

Legal References:	<del>RCW 28A.320.230(2)</del>	<del>Instructional materials—Instructional materials committee</del>
	<del>RCW 28A.155.160</del>	<del>Assistive devices-Interagency cooperative agreements-Definitions</del>
	RCW 28A.335.060	Surplus school property — Rental, lease or use of — Disposition of moneys received from
	RCW 28A.335.090	Conveyance and acquisition of property — Management — Appraisal
	RCW 28A.335.180	Surplus texts and other educational aids, notice of availability — Student priority as to texts
	RCW 28A.335.205	Assistive devices — Transfer for benefit of children with disabilities — Record, inventory
	RCW 39.33.070	School districts and libraries — Disposal of obsolete or surplus reading materials — Procedures
	WAC 392-143-050	Resold School Buses

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised: 6.24.10;**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: February 25, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**  X  **ACTION** First Reading of Management Series Board Policies 6883, 6890 and 6895

**BACKGROUND INFORMATION:** In the District's continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following policies are in need of revision:

Policy 6883 – Closure of Facilities

- Minor word edits (shall to will)
- Addition of new legal references

Policy 6890 – State Environmental Policy Act Compliance

- Deletion of list of WAC references
- Deletion of Severability statement and Effective Date
- Minor word edits (shall to will)

Policy 6895 – Pesticide Notification, Posting and Record Keeping

- New statement added regarding providing notification upon request
- Inclusion of what is included in procedure

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to move Policies 6883, 6890 and 6895 to a second reading.

**Report prepared by:** Jim Brittain – Executive Director of Finance and Operations

## CLOSURE OF FACILITIES

The board of directors has the authority to close a school building when an unforeseen natural event or mechanical failure causes a facility to become unsafe, unhealthy, inaccessible, or inoperable. Prior to the closure of a school facility for foreseen circumstances, the board ~~shall~~will have prepared a written analysis which considers the following issues:

- A. Projected or actual enrollment declines and the likelihood that they ~~shall~~will remain permanent;
- B. The effect that the disposition or retirement ~~shall~~will have on other facilities and on the district's educational program offering;
- C. Student and staff displacement, including transportation costs to new facilities and staff reassignment;
- D. Potential for renovation;
- E. Financial considerations in terms of such factors as staff costs, operating and maintenance cost, the potential revenue from sale or lease of property, the cost of closure and transferring operations elsewhere;
- F. Safety, health and fire regulations; and
- G. Whether or not the facility may effectively be used for other purposes.

During a ninety-day period following the development of a written analysis, the board ~~shall~~will conduct one or more hearings to receive testimony on any issues related to the closure of a school. Each hearing notice ~~shall~~will be published once each week for two consecutive weeks in a newspaper of general circulation which serves the area where the school is located. The last notice ~~shall~~will be published at least seven days prior to the hearing. The notice ~~shall~~will contain the date, time, place and purpose of the hearing. Comments received from interested parties ~~shall~~will be used for advisory purposes only. The final determination of whether a facility ~~shall~~will be closed or remain open ~~shall~~will be made by the board.

Legal References:      RCW 28A.150.290(2)

28A.320.010  
28A.335.020

State superintendent to make rules and regulations — Unforeseen conditions or actions to be recognized — Paperwork limited  
Corporate powers  
School Closures — Policy of citizen involvement required — Summary of effects — Hearings — Notice

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**

## STATE ENVIRONMENTAL POLICY ACT COMPLIANCE

The district accepts its responsibility, as described by the Washington ~~state~~ State Legislature in the State Environmental Policy Act, specifically Chapter 43.21C.

### **~~Adoption by Reference.~~**

In order to fulfill its responsibilities under the State Environmental Policy Act, the district adopts by reference the following sections or subsections of chapter 197-11 of the Washington Administrative Code.

~~WAC 197-11-040: Definitions~~  
~~050: Lead agency~~  
~~055: Timing of the SEPA process~~  
~~060: Content of environmental review~~  
~~070: Limitations on actions during SEPA process~~  
~~080: Incomplete or unavailable information~~  
~~090: Supporting documents~~  
~~100: Information required of applicants~~  
~~300: Purpose of this part~~  
~~305: Categorical exemptions~~  
~~310: Threshold determination required~~  
~~315: Environmental checklist~~  
~~330: Threshold determination process~~  
~~335: Additional information~~  
~~340: Determination of nonsignificance (DNS)~~  
~~350: Mitigated DNS~~  
~~360: Determination of significance (DS)/initiation of scoping~~  
~~390: Effect of threshold determination~~  
~~400: Purpose of EIS~~  
~~402: General requirements~~  
~~405: EIS types~~  
~~406: EIS timing~~  
~~408: Scoping~~  
~~410: Expanded scoping (Optional)~~  
~~420: EIS preparation~~  
~~425: Style and size~~  
~~430: Format~~  
~~435: Cover letter or memo~~  
~~440: EIS contents~~  
~~442: Contents of EIS on nonproject proposals~~  
~~443: EIS contents when prior nonproject EIS~~  
~~444: Elements of the environment~~  
~~448: Relationship to EIS to other considerations~~  
~~450: Cost-benefit analysis~~  
~~455: Issuance of DEIS~~  
~~460: Issuance of FEIS~~  
~~500: Purpose of this part~~  
~~502: Inviting comment~~  
~~504: Availability and cost of environmental documents~~

- ~~508: SEPA register~~
- ~~535: Public hearings and meetings~~
- ~~545: Effect of no comment~~
- ~~550: Specificity of comments~~
- ~~560: FEIS response to comments~~
- ~~570: Consulted agency costs to assist lead agency~~
- ~~600: When to use existing environmental documents~~
- ~~610: Use of NEPA documents~~
- ~~620: Supplemental environmental impact statement procedures~~
- ~~625: Addenda procedures~~
- ~~630: Adoption procedures~~
- ~~635: Incorporation by reference procedures~~
- ~~640: Combining documents~~
- ~~650: Purpose of this part~~
- ~~655: Implementation~~
- ~~660: Substantive authority and mitigation~~
- ~~680: Appeals~~
- ~~700: Definitions~~
- ~~702: Act~~
- ~~704: Action~~
- ~~706: Addendum~~
- ~~708: Adoption~~
- ~~710: Affected tribe~~
- ~~712: Affecting~~
- ~~714: Agency~~
- ~~716: Applicant~~
- ~~718: Built environment~~
- ~~720: Categorical exemption~~
- ~~722: Consolidated appeal~~
- ~~724: Consulted agency~~
- ~~726: Cost benefit analysis~~
- ~~728: County/city~~
- ~~730: Decision maker~~
- ~~732: Department~~
- ~~734: Determination of nonsignificance (DNS)~~
- ~~736: Determination of significance (DS)~~
- ~~738: EIS~~
- ~~740: Environment~~
- ~~742: Environmental checklist~~
- ~~744: Environmental document~~
- ~~746: Environmental review~~
- ~~748: Environmentally sensitive area~~
- ~~750: Expanded scoping~~
- ~~752: Impacts~~
- ~~754: Incorporation by reference~~
- ~~756: Lands covered by water~~
- ~~758: Lead agency~~
- ~~760: License~~
- ~~762: Local agency~~

- ~~764: Major action~~
- ~~766: Mitigated DNS~~
- ~~768: Mitigation~~
- ~~770: Natural environment~~
- ~~772: NEPA~~
- ~~774: Nonproject~~
- ~~776: Phased review~~
- ~~778: Preparation~~
- ~~780: Private project~~
- ~~782: Probable~~
- ~~784: Proposal~~
- ~~786: Reasonable alternative~~
- ~~788: Reasonable official~~
- ~~790: SEPA~~
- ~~792: Scope~~
- ~~793: Scoping~~
- ~~794: Significant~~
- ~~796: State agency~~
- ~~797: Threshold determination~~
- ~~799: Underlying governmental action~~
- ~~800: Categorical exemptions~~
- ~~880: Emergencies~~
- ~~890: Petitioning DOE to change exemptions~~
- ~~900: Purpose of this part~~
- ~~912: Procedures of consulted agencies~~
- ~~916: Application to ongoing actions~~
- ~~918: Lack of agency procedures~~
- ~~920: Agencies with environmental expertise~~
- ~~922: Lead agency rules~~
- ~~924: Determining the lead agency~~
- ~~926: Lead agency for governmental proposals~~
- ~~928: Lead agency for public and private proposals~~
- ~~930: Lead agency for private projects with one agency with jurisdiction~~
- ~~932: Lead agency for private projects requiring licenses from more than one agency, when one of the agencies is a county/city~~
- ~~934: Lead agency for private projects requiring licenses from a local agency, not a county/city, and one or more state agencies~~
- ~~936: Lead agency for private projects requiring licenses from more than one state agency~~
- ~~938: Lead agencies for specific proposals~~
- ~~940: Transfer of lead agency status to a state agency~~
- ~~942: Agreements on lead agency status~~
- ~~944: Agreements on division of lead agency duties~~
- ~~946: DOE resolution of lead agency disputes~~
- ~~948: Assumption of lead agency status~~
- ~~960: Environmental checklist~~
- ~~965: Adoption notice~~
- ~~970: Determination of nonsignificance (DNS)~~
- ~~980: Determination of significance and scoping notice (DS)~~

~~985: Notice of assumption of lead agency status~~

~~990: Notice of action~~

## Additional Definitions

In addition to those definitions contained within WAC 197-11-700 to 197-11-799, the following terms ~~shall~~will have the following meanings, unless the context indicates otherwise:

- A. **District**: District means the Steilacoom Historical School District No. 1, Pierce County, state of Washington.
- B. **SEPA Rules**: SEPA Rules means Chapter 197-11 WAC adopted by the Council on Environmental Policy.

~~The policies and goals set forth herein are supplementary to those in the existing authorization of the district.~~ The district establishes the following criteria as the basis for exercising authority relative to environmental issues. The district ~~shall~~will use all practicable means, consistent with other essential considerations of state policy, to improve and coordinate plans, functions, programs, and resources to the end that the state and its citizens may:

- C. Fulfill the responsibilities of each generation as trustee of the environment for succeeding generations;
- D. Assure for all people of Washington safe, healthful, productive, and aesthetically and culturally pleasing surroundings;
- E. Attain the widest range of beneficial uses of the environment without degradation, risk to health or safety, or other undesirable and unintended consequences;
- F. Preserve important historic, cultural, and natural aspects of our national heritage;
- G. Maintain, wherever possible, an environment which supports diversity and variety of individual choice;
- H. Achieve a balance between population and resource use which will permit high standards of living and a wide sharing of life's amenities; and
- I. Enhance the quality of renewable resources and approach the maximum attainable recycling of depletable resources.

The district recognizes that each person has a fundamental and inalienable right to a healthful environment and that each person has a responsibility to contribute to the preservation and enhancement of the environment.

## Critical Areas

In its actions, the district ~~shall~~will respect "critical areas" and their modified exemption criteria which have been adopted and displayed by local governments pursuant to The Growth Management Act, Chapter 36.70A RCW.

Actions which ~~shall~~will be located wholly or partially within a critical area are to be treated no differently than other actions under these guidelines. A threshold determination ~~shall~~will be made for all such actions, and an EIS ~~shall~~will not be automatically required for a proposal merely because it is proposed for location in a critical area.

## Use of Exemptions

In determining whether a proposal is exempt from SEPA the district ~~shall~~will comply with the square footage and parking space threshold levels adopted by the city or county under WAC 197-11-800 (1). To determine whether or not a proposal is exempt, the district ~~shall~~will ascertain the total scope of the proposal and the governmental licenses required. If a proposal includes a series of actions, physically or functionally related to each other, some of which are exempt and some which are not, the proposal is not exempt and the district must complete a threshold determination.

If a proposal includes both exempt and nonexempt actions, exempt actions may be authorized with respect to the proposal prior to compliance with the procedural requirements of these guidelines subject to the following limitations:

- A. No nonexempt action ~~shall~~will be authorized prior to compliance with procedural and substantive requirements;
- B. No action ~~shall~~will be authorized which shall irrevocably commit the district to approve or authorize a nonexempt action;
- C. The district may withhold approval of an exempt action which would lead to modification of the physical environment, when such modifications would serve no purpose if later approval of a nonexempt action is not secured; and
- D. The district may withhold approval of exempt actions which would lead to substantial financial expenditures by a private applicant which would serve no purpose if later approval of a nonexempt action is not secured.

## Lead Agency Determination and Responsibilities

The district is lead agency for the proposals it initiates and is responsible for compliance with SEPA regulations.

## Environmental Checklist

Except as provided in WAC 197-11-315 the school district must complete an environmental checklist (WAC 197-11-960) for any proposal that meets the definition of action (WAC 197-11-709), and is not categorically exempted in WAC 197-11-800 and 880. This checklist ~~shall~~will be the basis for the threshold determination.

For all proposals for which the district is the lead agency, the responsible official of the district ~~shall~~will make the threshold determination pursuant to the criteria and procedures of WAC 197-11-300 through -360.

## Preparation of EIS

The draft and final EIS ~~shall~~will be prepared either by the responsible official or his/her designee or a consultant retained by the school district.

In the event that an EIS is to be prepared by a consultant, the responsible official ~~shall~~will assure that the EIS is prepared in a responsible manner and with appropriate methodology. The responsible official ~~shall~~will direct the areas of research and examination to be undertaken, as well as the organization of the resulting document.

No matter who participates in the preparation of an EIS, it must be approved by the responsible official prior to distribution.

## Public Notice

The district will establish a mailing list for those interested citizens who wish to be informed regarding documents the district issues that require public notice. If deemed appropriate by the responsible official, the school district will place appropriate notice in the paper of general circulation which serves the area.

## Designation of Official to Perform Consulted Agency Responsibilities for the District

The superintendent or his/her designee shall-will be responsible for the preparation of the written comments for the district in response to a consultation request prior to a threshold determination, participation in predraft consultation or reviewing a draft EIS.

The official designated in paragraph 1 shall-will be responsible for compliance by the district with WAC 197-11-400 through -460 wherever the district is a consulted agency, and he/she is authorized to develop operating procedures which shall ensure that responses to consultation requests are prepared in a timely fashion and include data from all appropriate departments of the district.

## Designation of Responsible Official

For those proposals for which the district is the lead agency, the responsible official shall-will be the superintendent or his/her designee. The responsible official shall-will make the threshold determination, supervise preparation of any required EIS and perform any other functions assigned to the "lead agency".

## Fees

No fee shall-will be collected by the district for performing its duties as a consulted agency.

The district may charge any person for copies of any document prepared pursuant to the requirements of this ordinance and for mailing thereof, in a manner provided by Chapter 42.56 RCW.

## Publication of Notice

The district may publish notice of action pursuant to RCW 43.21C.080 for any action to establish a time limit for judicial appeals.

The form of the notice shall-will be as prescribed by the department of ecology and/or substantially in the form and manner set forth in RCW 43.21C.080. The notice shall-will be published by the district secretary pursuant to RCW 43.21C.080.

## Severability

~~If any provision of these regulations or its application to any person or circumstances is held invalid, the remainder of these regulations or the application of the provision to other persons or circumstances shall not be affected.~~

**Effective Date**

~~These guidelines shall become effective on 2.27.08.~~

Legal References: RCW 43.21C  
WAC 197-11

State Environmental Policy  
State Environmental Policy Act (SEPA)  
Rules

Management Resources: 2011 – October Issue  
~~Policy News, December 1998 – December Issue SEPA policy requires  
periodic review and understanding~~

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised:**

## PESTICIDE NOTIFICATION, POSTING AND RECORD KEEPING

Upon request, the district will provide notification to staff and parents of the district's pest control policies, methods and its posting and notification requirements.

The ~~Superintendent~~ superintendent is directed to will develop procedures to assure that the ~~District~~ district complies with the requirements of law regarding pesticide notification, posting and record keeping. The district's procedures for notification will include posting of sites of pesticide applications; and record keeping, including an annual summary report of pesticide usage.

~~This includes procedures for the annual notification of staff and parents of the District's pest control policies and methods; pre-notification of staff and parents of pesticide applications; posting of sites of pesticide applications; and record keeping, including an annual summary report of pesticide usage.~~

Legal References:      RCW 17.21

Pesticide Application Act

Management Resources: ~~Policy News, 2011 – February Issue~~

~~\_\_\_\_\_ -2002 – June Issue-2002      Pesticide Policies Required by July 1st~~

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**

# Steilacoom Historical School District | 2015-2016 CALENDAR

31 Professional Development

AUGUST 2015						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2016						
S	M	T	W	Th	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

- 3 ACE (1 hr. early release) Day
- 10 ACE (1 hr. early release) Day
- 15 Presidents' Day Holiday
- 17 ACE (1 hr. early release) Day
- 24 ACE (1 hr. early release) Day

- 1 Professional Development
- 2 Professional Development
- 3 First Day of School
- 7 Labor Day Holiday
- 9 ACE (1 hr. early release) Day
- 16 ACE (1 hr. early release) Day
- 23 ACE (1 hr. early release) Day
- 30 ACE (1 hr. early release) Day

SEPTEMBER 2015						
S	M	T	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30			

MARCH 2016						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 2 ACE (1 hr. early release) Day
- 9 ACE (1 hr. early release) Day
- 11 Professional Development (no students)
- 16 ACE (1 hr. early release) Day
- 23 ACE (1 hr. early release) Day
- 25 Snow Make up (if needed)
- 30 Half Day students(Conferences)
- 31 Half Day students(Conferences)

- 7 ACE (1 hr. early release) Day
- 14 ACE (1 hr. early release) Day
- 19 Half Day (students & staff)
- 20 Half Day students(Conferences)
- 21 Half Day students(Conferences)
- 22 Half Day students(Conferences)
- 23 Half Day students(Conferences)
- 28 ACE (1 hr. early release) Day

OCTOBER 2015						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 1 Half Day (students & staff)
- 4 - 8 Spring Break
- 13 ACE (1 hr. early release) Day
- 20 ACE (1 hr. early release) Day
- 27 ACE (1 hr. early release) Day

- 4 ACE (1 hr. early release) Day
- 11 Veterans Day Holiday
- 18 ACE (1 hr. early release) Day
- 25 Half Day (students & staff)
- 26 Thanksgiving Holiday
- 27 Thanksgiving Holiday

NOVEMBER 2015						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2016						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 4 ACE (1 hr. early release) Day
- 11 ACE (1 hr. early release) Day
- 18 ACE (1 hr. early release) Day
- 25 ACE (1 hr. early release) Day
- 27 Snow Make up (if needed)
- 30 Memorial Day Holiday

- 2 ACE (1 hr. early release) Day
- 9 ACE (1 hr. early release) Day
- 16 ACE (1 hr. early release) Day
- 21 - 31 Winter Break

DECEMBER 2015						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2016						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 1 ACE (1 hr. early release) Day
- 8 ACE (1 hr. early release) Day
- 15 Last Day of School (half day students)

- 1 Winter Break
- 6 ACE (1 hr. early release) Day
- 13 ACE (1 hr. early release) Day
- 18 M.L. King Holiday
- 20 ACE (1 hr. early release) Day
- 27 Half Day (students)

JANUARY 2016						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

KEY	
	Professional Development
	Half Day
	ACE Day (1 hr. early release)
	Holiday
	Snow Makeup Day