

Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, 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. **A tour of the remodeled classrooms at Steilacoom High will take place from 6:30 - 6:55 pm.**

1/28/2015 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 - School Board Appreciation (Presentation)

School Board Recognition Proclamation.pdf (p. 4)

IV. REPORTS

1. Financial Report (Information)

Presenter: Jim Brittain

1282015 Board Mtg Financial Report.pdf (p. 5)
Budget Status Report.pdf (p. 10)

2. Facilities and Operations Update (Information)

Presenter: Jim Brittain

3. Legislative Update (Information)

Presenter: Don Denning

Leg_Update-2015-Issue_2.pdf (p. 21)
WSSDA_Leg_Update_Watchlist.pdf (p. 23)

V. APPROVAL OF MINUTES (Action)

1.14.15 Minutes.pdf (p. 26)

VI. 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 January 2015 Accounts Payable.pdf (p. 30)
Approval of SHS DECA Overnight Trip.pdf (p. 60)
Approval of Certificated Personnel Report.pdf (p. 61)
Approval of Co-Curricular Personnel Report.pdf (p. 62)

VII. OLD BUSINESS

1. Second Reading of Management Series Policies 6530 and 6570 (Action)

Presenter: Jim Brittain

Second Reading Policy 6530, 6570.pdf (p. 63)

2. Second Reading of Management Series Policies 6600, 6605 and 6608 (Action)

Presenter: Jim Brittain

Second Reading Policies 6600, 6605, 6608.pdf (p. 69)

3. Second Reading of Policy 3418, Response to Student Injury or Illness (Action)

Presenter: Susanne Beauchaine

second Reading Policy 3418 Response to Student Injury or Illness.pdf (p. 76)

4. Second Reading of Personnel Series Policies 5010, 5011 and 5281 (Action)

Presenter: Kathi Weight

Second Reading Policies 5010, 5011, 5281.pdf (p. 77)

5. Update on District Safety and Security Measures (Information)

Presenter: Jim Brittain

VIII. NEW BUSINESS

1. First Reading of Management Series Policies 6620, 6625, 6630, 6640 and 6690 (Action)

Presenter: Jim Brittain

First Reading Policies 6620, 6625, 6630, 6640 and 6690.pdf (p. 86)

2. First Reading of Policy 2161, Special Education and Related Services for Eligible Students (Action)

Presenter: Susanne Beauchaine

First Reading Policy 2161, Special Education and Related Services for Eligbile Students.pdf (p. 95)

3. First Reading of Policy 3207, Prohibition of Harassment, Intimidation and Bullying (Action)

Presenter: Susanne Beauchaine

First Reading 3207, Prohibition of Harassment, Intimidation and Bullying.pdf (p. 98)

4. First Reading of Policy 3210, Nondiscrimination (Action)

Presenter: Susanne Beauchaine

First Reading Policy 3210, Nondiscrimination.pdf (p. 102)

5. Steilacoom Historical Register (Information)

Presenter: Kathi Weight

IX. 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.

X. BOARD COMMUNICATION (Information)

XI. ANNOUNCEMENTS (Information)

XII. ADJOURNMENT (Action)

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

The State of Washington

Proclamation

WHEREAS, the mission of Washington's public school system is to assure that all students achieve at high levels and possess the knowledge and skills to be responsible citizens and enjoy productive and satisfying lives; and

WHEREAS, Washington's 295 locally elected school boards are the core of the public education governance system in our state; and

WHEREAS, the districts they lead serve more than one million students, have a combined annual budget of nearly $12 billion and employ well over 100,000 people; and

WHEREAS, school directors play a crucial role in promoting student learning and achievement by creating a vision, establishing policies and budgets, and setting clear standards of accountability for all involved; and

WHEREAS, school directors are directly accountable to the citizens in their districts, serving as a vital link between members of the community and their schools; and

WHEREAS, school directors provide a passionate voice of advocacy for public schools and the welfare of school children; and

WHEREAS, it is appropriate to recognize school directors as outstanding volunteers and champions for public education;

NOW, THEREFORE, I, Jay Inslee, Governor of the state of Washington, do hereby proclaim January 2015 as

School Board Recognition Month

in Washington, and I urge all people in our state to join me in this special observance.

Signed this 18th day of December, 2014

Governor Jay Inslee

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

Board Meeting
January 28, 2015

Financial Report

For Month Ending December 31, 2014

Steilacoom Historical School District
General Fund Budget/Year-End Projection/YTD Actual
December 31, 2014

	Annual Budget	Year-end Projection	Projected Variance	Variance Percentage	YTD Actual
General Fund					
Revenues & Other Financing Sources	30,988,892	29,895,000	(1,093,892)	3.53%	10,561,645
Expenditures & Other Financing Uses	32,869,091	32,525,000	(344,091)	1.05%	10,083,059
Excess Revenues/Other Financing Sources Over (under) Expend & Oth Financing Uses	(1,880,199)	(2,630,000)			478,586

General Fund Ending Fund Balances:

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

Ending Committed for Other Purposes (Board Policy)	1,969,771

Beginning Unassigned Fund Balance	3,138,674	
Excess Revenues Over Expenditures	478,586	
Ending Unassigned Fund Balance		3,617,260

Capital Projects Fund
December 31, 2014

Capital Projects Ending Fund Balances:

FY Beginning Committed for Other Purposes		604,397	
General Fund Transfer to Capital Projects	1,854,000		
Other Revenue Sources	29,968		
Expenses	(109,032)		
		1,774,936	
Ending Assigned Fund Balance			2,379,333
Restricted Impact Fees Fund Balance		54,483	
Assigned for Fund Purposes		2,324,849	

Other Information:

SHS Classrooms Budget $700,000 / YTD Actual $333,698 / 48% Complete
Keyless Entry Budget $180,000 / YTD Actual $52,497 / Est to Complete $100,000

Other Funds December 2014 Ending Fund Balances

	Beginning Balance	Ending Balance	Variance
Debt Service Fund	2,982,664	1,177,595	-1,805,069
November/December 2014 Property Tax Collection		2,745,533.00	
December 2014 Principal Payment		3,290,000.00	
December 2014 Interest Payment		1,258,602.50	
		4,548,602.50	
ASB Fund	301,876	312,429	10,553
Transportation Fund	37,367	37,375	8

QUESTIONS???

10--GENERAL 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 December , 2014

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	6,820,994	17,989.78	2,964,228.88		3,856,765.12	43.46
2000 LOCAL SUPPORT NONTAX	1,137,500	61,777.62	344,363.31		793,136.69	30.27
3000 STATE, GENERAL PURPOSE	16,741,274	1,506,703.17	5,440,872.54		11,300,401.21	32.50
4000 STATE, SPECIAL PURPOSE	4,190,853	342,897.38	1,131,787.82		3,059,065.30	27.01
5000 FEDERAL, GENERAL PURPOSE	406,000	463,538.44	463,538.44		57,538.44-	114.17
6000 FEDERAL, SPECIAL PURPOSE	1,674,771	68,417.49	211,854.44		1,462,916.56	12.65
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
Total REVENUES/OTHER FIN. SOURCES	30,988,892	2,461,323.88	10,561,645.43		20,427,246.44	34.08
B. EXPENDITURES						
00 Regular Instruction	18,029,132	1,434,256.17	5,863,077.39	10,650,740.37	1,515,314.50	91.60
10 Federal Stimulus	0	.00	217.71-	0.00	217.71	0.00
20 Special Ed Instruction	3,956,809	283,829.06	1,067,547.20	2,443,311.23	445,951.05	88.73
30 Voc. Ed Instruction	1,126,043	94,484.17	387,272.28	646,875.96	91,894.39	91.84
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	853,272	57,915.95	242,023.49	428,755.85	182,492.36	78.61
70 Other Instructional Pgms	594,045	10,136.29	49,850.56	78,613.86	465,580.58	21.63
80 Community Services	10,000	.00	.00	0.00	10,000.00	0.00
90 Support Services	8,299,789	660,608.67	2,473,505.30	5,242,911.88	583,372.31	92.97
Total EXPENDITURES	32,869,091	2,541,230.31	10,083,058.51	19,491,209.15	3,294,822.90	89.98
C. OTHER FIN. USES TRANS. OUT (GL 536)	1,854,000	.00	1,854,000.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)	3,734,199-	79,906.43-	1,375,413.08-		2,358,785.61	63.17-
F. TOTAL BEGINNING FUND BALANCE	7,506,200		7,487,725.38			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,772,001		6,112,312.30			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restric 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	3,617,261.19
TOTAL	3,772,001	6,112,312.30

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 December , 2014

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	62,000	161.02	14,967.60		47,032.40	24.14
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
Total REVENUES/OTHER FIN. SOURCES	4,572,000	161.02	1,883,967.60		2,688,032.40	41.21
B. EXPENDITURES						
10 Sites	462,000	24,391.78	27,360.21	13,676.34	420,963.45	8.88
20 Buildings	3,388,000	13,370.97	77,514.35	47,952.64	3,262,533.01	3.70
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	1,500.00	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
Total EXPENDITURES	3,885,000	39,262.75	109,032.34	61,878.81	3,714,088.85	4.40
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)	687,000	39,101.73-	1,774,935.26		1,087,935.26	158.36
F. TOTAL BEGINNING FUND BALANCE	452,080		604,396.58			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	1,139,080		2,379,331.84			

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	54,482.40
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	2,324,849.44
G/L 890 Unassigned Fund Balance	0	.00
TOTAL	1,139,080	2,379,331.84

30--DEBT SERVICE 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 December , 2014

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	5,956,663	16,744.08	2,743,287.21		3,213,375.79	46.05
2000 Local Support Nontax	2,500	.00	246.12		2,253.88	9.84
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
Total REVENUES/OTHER FIN. SOURCES	5,959,163	16,744.08	2,743,533.33		3,215,629.67	46.04
B. EXPENDITURES						
Matured Bond Expenditures	3,290,000	3,290,000.00	3,290,000.00	0.00	.00	100.00
Interest On Bonds	2,445,578	1,258,602.50	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
Total EXPENDITURES	5,745,578	4,548,602.50	4,548,602.50	0.00	1,196,975.50	79.17
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)	213,585	4,531,858.42-	1,805,069.17-		2,018,654.17-	945.13-
F. TOTAL BEGINNING FUND BALANCE	2,931,658		2,982,663.94			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,145,243		1,177,594.77			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	3,145,243	1,177,594.77
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
TOTAL	3,145,243	1,177,594.77

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 December , 2014

A. REVENUES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	116,700	6,320.92	35,786.07		80,913.93	30.67
2000 Athletics	123,950	5,298.61	22,499.47		101,450.53	18.15
3000 Classes	49,700	528.11	6,596.86		43,103.14	13.27
4000 Clubs	441,695	10,053.77	80,939.40		360,755.60	18.32
6000 Private Moneys	3,750	171.68	590.08		3,159.92	15.74
Total REVENUES	735,795	22,373.09	146,411.88		589,383.12	19.90
B. EXPENDITURES						
1000 General Student Body	128,200	4,324.50	21,293.63	219.45	106,686.92	16.78
2000 Athletics	150,511	20,445.22	44,858.63	34,695.42	70,956.95	52.86
3000 Classes	40,200	888.63	4,714.15	5,201.66	30,284.19	24.67
4000 Clubs	439,000	28,747.20	64,751.51	26,381.49	347,867.00	20.76
6000 Private Moneys	3,500	241.25	241.25	0.00	3,258.75	6.89
Total EXPENDITURES	761,411	54,646.80	135,859.17	66,498.02	559,053.81	26.58
C. EXCESS OF REVENUES OVER(UNDER)EXPENDITURES (A-B)	25,616-	32,273.71-	10,552.71		36,168.71	141.20-
D. TOTAL BEGINNING FUND BALANCE	257,438		301,876.11			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)	231,822		312,428.82			

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	231,822	312,428.82
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
TOTAL	231,822	312.428.82

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 December , 2014

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	150	3.13	7.31		142.69	4.87
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
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	16,150	3.13	7.31		16,142.69	0.05
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	16,150	3.13	7.31		16,142.69	0.05
D. EXPENDITURES						
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
Total EXPENDITURES	30,000	.00	.00	0.00	30,000.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)	13,850-	3.13	7.31		13,857.31	100.05-
H. TOTAL BEGINNING FUND BALANCE	37,300		37,367.49			
I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	23,450		37,374.80			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	13,850-	37,374.80
G/L 830 RES FOR DEBT SERVICE	0	.00
G/L 835 Restrictd 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
TOTAL	23.450	37,374.80

********** 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
House Bills on the WSSDA watchlist as of 1-22-15. (See attached for more details) HB 1001, Fund education first ;HB 1003, Infrastructure recovery policy ;HB 1031, College in the high school (CHS) program expansion ;HB 1081, CHS program expansion ;HB 1106, Governor's Operating Budget ;HB 1109, Cert OSPI employees join TRS ;HB 1120, Bus driver immunity w/CDL ;HB 1121, Financial education ;HB 1142, School Board authority to impose parking fees on students ;HB 1240, Concerning the use of restraint and isolation in public schools ;HB 1242, School employee strike prohibition clarification ;HB 1243, Addressing truancy

Senate Legislation
Senate Bills on the WSSDA watchlist as of 1-22-15. (See attached for more details) SB 5063 Revenue growth for education ;SB 5080, CHS in 9th & 10th; Books and transportation for Running Start. ;SB 5086, CHS for low-income; RS clarification. ;SB 5110, Requires school citing permits outside UGA in some cases. ;SB 5148, Early retirees as subs ;SB 5229, Technological literacy

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	http://leg.wa.gov/Senate/Committees/EDU/Pages/default.aspx

Republican 5
Democrat 4

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

House Education Committee

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

Link to House Website	http://leg.wa.gov/House/committees/ED/Pages/default.aspx

Democrat 11
Republican 10

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

Selected House and Senate Hearings January 19 – 23, 2015		
Committee **Day and time** **Location**	**Work Session and Topics** **Public Hearing and Bills** **Executive Session and Bills**	**Notes**
House Education Mon 1/19/15; 1:30 pm House Hearing Rm A	Public Hearing HB 1031 - Expanding participation in college in the high school programs. HB 1081 - Expanding participation in college in the high school programs Work Session 1. Small School Districts: Characteristics, Experiences, Successes, and Challenges. 2. Washington Interscholastic Activities Association (WIAA): Combined and Cooperative Programs for Small Districts.	
Senate Early Learning & K-12 Education Mon 1/19/15; 1:30 pm Senate Hearing Rm 1	Work Session 1. Educator preparation programs. 2. Science, Technology, Engineering, and Mathematics (STEM) education in Washington State. 3. Evergreen Heights Elementary School, winner of the Federal Distinguished Schools Designation. Public Hearing SB 5082 - Providing for career and technical education opportunities for elementary school students. [S-0684.2] Providing flexibility for schools recognized for exemplary performance under the Washington achievement index.	
Senate Ways and Means Mon 1/19/15; 3:30 pm Senate Hearing Room 4	Work Session K-12 Fiscal Issues: HB 2261; HB 2776; I-1351.	Alan Burke will participate in this work session at the committee's request.

House Judiciary Tues 1/20/15; 10:00 am House Hearing Rm A	Public Hearing HB 1120 - Providing immunity for school bus drivers.	Tom Seigel, Bethel, will testify Pro.
House Education Tues 1/20/15; 1:30 pm House Hearing Rm A	Work Session Overview of Assessments and Common Core.	
Senate Early Learning & K-12 Education Tues 1/20/15; 1:30 pm Senate Hearing Rm 1	Public Hearing SB 5065 - Improving educational outcomes for homeless students through increased in-school guidance supports, housing stability, and identification services. SB 5202 - Regarding the financial education public-private partnership. SB 5229 - Addressing technology literacy.	
House Appropriations Wed 1/21/15; 3:30 pm House Hearing Rm A	Work Session Briefing on state K-12 programs and funding.	
House Education Thurs 1/22/15; 8:00 am House Hearing Rm A	Work Session 1. Financial Education Public Private Partnership: Annual Report. 2. K-12 Education Paraeducator Development: Report by Professional Educator Standards Board & Paraeducator Work Group. 3. Career Education Opportunities Task Force: Final Report. Public Hearing HB 1121 - Regarding the financial education public-private partnership.	
Senate Early Learning & K-12 Education Thurs 1/22/15; 8:00 am Senate Hearing Rm 1	Public Hearing SB 5083 - Enacting the sudden cardiac arrest awareness act. SB 5179 - Concerning paraeducators. SB 5120 - Concerning school district dissolutions.	

House Judiciary Thurs 1/22/15; 1:30 pm House Hearing Rm A	Executive Session HB 1120 - Providing immunity for school bus drivers.	



Steilacoom Historical School District #1 Board of Directors

Regular Meeting Minutes

Wednesday, 1/14/2015

Steilacoom High School 54 Sentinel Drive Steilacoom, WA 98388

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:00 pm.
Executive Director Harvey led the Pledge of Allegiance.
All directors and Superintendent Weight present.
Director Denning made a motion to approve the agenda with the addition of Legislative Update to III. Reports; Director Pierce seconded the motion and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

- Penny Coffey, DuPont Council Member, shared how impressed she is with students in the District. Steilacoom High student Malachi Perez recently joined the DuPont Youth Council.

III. REPORTS

a. Facilities and Operations Report

Executive Director Brittain reported on:

- Steilacoom High classroom remodel on timeline; one change order to remove sawdust collector. January 28, 2015, the Board will tour the classrooms during Study Session.
- School flashers have not been working properly in DuPont locations; Mr. Brittain and Technology are working on these issues.
- All safety site assessment reports, except Anderson Island Elementary, have been received. On February 18, 2015, 2 military units will assist the grounds crew in trimming and removing shrubbery and select trees to cleanup exterior of school buildings
- School Alert personal device and computer program to lockdown and notify is in the training and testing phase with a target date of February 1, 2015.
- Keyless entry has been installed at the District Office and Steilacoom High and other schools will be installed in the near future.

b. Community Truancy Board

Executive Director Beauchaine has been working with Pierce County on a Community Truancy Board. (for student extended unexcused absences). This would be an intervention step for families to help bring students back to school. In the near future she will be looking for community members, that understand resources in our communities, to serve on the Board.

c. Legislative Report

Director Denning presented a written report format that allows for emailing committee legislators and provides updates on education legislation. The Legislature went into session Monday, January 12, 2015.

IV. APPROVAL OF MINUTES

Director Wong made a motion to approve the 12.10.14 minutes; Director Forbes seconded the motion and the motion passed (5/0).

V. CONSENT AGENDA

Director Pierce made a motion to approve the Consent Agenda which included attached financial reports, personnel reports and Steilacoom High Band Trip; Director Denning seconded the motion and the motion passed (5/0).

VI. OLD BUSINESS

a. Second Reading of Management Series Policies 6500, 6511, 6512 and 6513

Director Denning made a motion to approve Management Series policies 6500, 6511, 6512 and 6513; Director Pierce seconded the motion and the motion passed (5/0).

b. Second Reading of Management Series Policies 6113 and 6119

Director Forbes made a motion to approve the deletion of policies 6113 and 6119; Director Denning seconded the motion and the motion passed (5/0).

c. Update of I-1351

Executive Director Brittain had nothing new to report regarding this initiative. Future updates will be included in the Legislative Report.

VII. NEW BUSINESS

a. First Reading of Management Series Policies 6530 and 6570

Director Denning made a motion to move policies 6530 and 6570 to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

b. First Reading of Management Series Policies 6600, 6605 and 6608

Director Denning made a motion to move policies 6600, 6605 and 6608 to a second reading; Director Wong seconded the motion and the motion passed (5/0).

c. First Reading of Policy 3418, Response to Student Injury or Illness

Director Denning made a motion to move policy 3418 to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

d. First Reading of Personnel Series Policies 5010, 5011 and 5281

Director Pierce made a motion to move policies 5010, 5011 and 5281 to a second reading; Director Forbes seconded the motion and the motion passed (5/0).

e. School Board Meeting Scheduling Template

A monthly template has been created to organize and plan for upcoming board meeting topics .

VIII. COMMENTS FROM THE AUDIENCE

No comments.

IX. BOARD COMMUNICATION

- Directors Pierce and Forbes received communication re: school flashing lights in DuPont.
- Superintendent Weight received a citizen inquiry regarding the District Administration Center being place on the Steilacoom Historical Register. The item will be place on a future board meeting agenda for discussion.

X. ANNOUNCEMENTS

- Superintendent Weight announced that Sue Saylor, Human Resources Coordinator, finished the Risk Assessment Survey and scored 110 which results in a premium reduction.
- Director Forbes assisted in judging a DECA competition today. He thanked DECA advisor Ms. Hayden and complimented the students participating.
- Director Denning announced Steilacoom High student Michael Forbes is serving as a Legislative Page.
- Director Scott announced the SHS Boys Swim and Dive team beat Lakes and will compete Thursday and again on Saturday.

XI. RECESS TO EXECUTIVE SESSION

Chair Scott recessed the meeting to Executive Session at 8:00 pm. The session is expected to last 15 minutes and no decisions will be made.

XII. EXECUTIVE SESSION

per RCW 42.30.110(1)(g) to review the performance of a public employee

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public

XIII. RETURN TO PUBLIC SESSION

The Board returned to public session at 8:35 pm.

XIV. ADJOURNMENT

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

_____
(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: **January 28, 2015**

THIS IS TO CERTIFY, under penalty of perjury, that the undersigned has examined the attached vouchers and payroll , and that each of the invoices and vouchers were duly certified to have been received and checked as to price and quantity and have been duly certified by the claimant, as required by law; that the extensions and additions of said invoices and vouchers have been checked by Business Office staff and were found to be correct.

James E. Brittain, CPA, Executive Director of Finance and Operations

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

FUND NAME		WARRANTS (INCLUSIVE)				AMOUNT
GENERAL FUND:						
January 22, 2015	A/P - Void	116141	to	116141	$	(510.00)
January 14, 2015	Accounts Payable	116180	to	116193	$	164.12
January 15, 2015	Accounts Payable	116194	to	116229	$	297,405.56
January 22, 2015	Accounts Payable	116230	to	116256	$	115,773.95
		TOTAL GENERAL FUND:			**$**	**412,833.63**
CAPITAL PROJECTS FUND:						
January 15, 2015	Accounts Payable	200240	to	200240	$	192.13
January 28, 2015	Accounts Payable	200241	to	200244	$	109,267.31
		TOTAL CAPITAL PROJECTS FUND:			**$**	**109,459.44**
ASSOCIATED STUDENT BODY FUND:						
January 12, 2015	A/P - Void	402029	to	402029	$	(73.50)
January 15, 2015	Accounts Payable	402061	to	402076	$	12,135.93
January 22, 2015	Accounts Payable	402077	to	402085	$	3,962.74
January 22, 2015	Accounts Payable	402086	to	402087	$	675.00
		TOTAL ASSOCIATED STUDENT BODY FUND:			**$**	**16,700.17**
TRANSPORTATION VEHICLE FUND:						
			to			
			to			
		TOTAL TRANSPORTATION VEHICLE FUND:			$	-

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $0.00, and voids/cancellations, totaling $510.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Voids/Cancellations, totaling $510.00

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
116141	BCB INTERNATIONAL, INC.	01/22/2015	SHAE 11/21/2014	SWI003 - KEY SWITCH ASSEMBLY	0	510.00	510.00

1 Void Check(s) For a Total of 510.00

	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	510.00
			Net Amount	-510.00

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $164.12. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 116180 through 116193, totaling $164.12

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
116180	CRUZ, SILKE	01/16/2015	REFUND	FOOD SERVICE REFUND / T. GREER	0	14.20	14.20
116181	GRIDER, SUMMER	01/16/2015	REFUND	REFUND FOOD SERVICE / E. GRIDER & A. JAYNES	0	6.25	6.25
116182	HANSON, NELS	01/16/2015	REFUND	REFUND FOOD SERVICE / A. HANSON	0	3.55	3.55
116183	KRAKOWIAK, JIMMY	01/16/2015	REFUND	FOOD SERVICE REFUND / D. KRAKOWIAK, D. KRAKOWIAK & M. KRAKOWIAK	0	4.85	4.85
116184	L'HOMME, JENNIFER	01/16/2015	REFUND	REFUND FOOD SERVICE / L. TRACY	0	3.50	3.50
116185	MCCAIN, MICHELLE LYN	01/16/2015	REFUND	FOOD SERVICE REFUND / C. MCCAIN & J. MCCAIN	0	4.25	4.25
116186	OUTMAN, KELLY	01/16/2015	REFUND	FOOD SERVICE REFUND / S. OUTMAN	0	4.00	4.00
116187	PERRY, DIMICE	01/16/2015	REFUND	REFUND FOOD SERVICE / K. PERRY	0	36.75	36.75
116188	RAY, KRISTIN	01/16/2015	REFUND	FOOD SERVICE REFUND / L. RAY	0	32.50	32.50
116189	ROBERTSON, BEATRICE	01/16/2015	REFUND	FOOD SERVICE REFUND / C. ROBERTSON	0	7.50	7.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116190	RODERICK, DARREN	01/16/2015	REFUND	FOOD SERVICE REFUND /D.J. RODERICK	0	6.45	6.45
116191	ROSS, JANA	01/16/2015	REFUND	FOOD SERVICE REFUND / E. ROSS	0	10.80	10.80
116192	SUZIK, SHAWN	01/16/2015	REFUND	FOOD SERVICE REFUND / A. SUZIK, E. SUZIK & V. SUZIK	0	4.52	4.52
116193	VENASQUEZ, MARISSA	01/16/2015	REFUND	FOOD SERVICE REFUND / K. VENASQUEZ	0	25.00	25.00

14 Computer Check(s) For a Total of 164.12

	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
	14	Computer	Checks For a Total of	164.12
Total For	14	Manual, Wire Tran, ACH & Computer Checks		164.12
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	164.12

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $297,405.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 116194 through 116229, totaling $297,405.56

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
116194	ALBERTSONS - CTE ADVANTAGE CAR	01/16/2015	6030375100161345	SHS ALBERTSONS FACSE- OPEN PO NOT TO EXCEED $5,000	141415005	113.27	113.27
116195	BUREAU OF ED RESEARCH	01/16/2015	4577953	workshop CCSS Reading/Kilga/McJunkins/Stewart/Nixon/haller/A Brown	2371415048	1,290.00	1,290.00
116196	CAREER STAFF UNLMTD- SEATTLE	01/16/2015	28427-233406	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	2,160.00	2,160.00
116197	CARTRIDGE WORLD	01/16/2015	35480	OPEN P.O. FOR TONER CARTRIDGES FOR PRINTER	2371415011	50.85	50.85
116198	CDWG	01/16/2015	RQ00337	Chromebooks	81415116	22,836.16	22,836.16
116199	CHEVRON & TEXACO CARD SERVICES	01/16/2015	43305762	CHEVRON & TEXACO FUEL CARD SERVICES OPEN PO	81415052	779.32	779.32
116200	COASTWIDE LABORATORIES	01/16/2015	GT2732534	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	55.64	2,406.78
			GT2733043	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	397.57	
			GT2733353	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	55.99	
			GT2734622	OPEN PURCHASE	101415011	18.87	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			NT2732534	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	373.95	
			NT2733043	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	101.73	
			NT2733353	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	465.23	
			NT2734622	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	937.80	
116201	CONSOLIDATED ELECTRICAL DIST	01/16/2015	8541-783463	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	191.96	191.96
116202	CRICKET VENTURES, LLC	01/16/2015	3009399	50 Handheld Radios for Buildings.	111415041	8,497.50	8,497.50
116203	CULLIGAN	01/16/2015	201501380587	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	56.60	99.27
			201501400885	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	42.67	
116204	DSHS:ACCOUNTS RECEIVABLE CIBS	01/16/2015	0975-81780	BUS FUEL SUPPLY FOR FY1415 OPEN PO	81415055	10,158.88	10,158.88
116205	ESD 113	01/16/2015	0000027626	CRISC SERVICES FOR FY1415 OPEN PO	81415056	11,621.80	11,621.80
116206	FIRST STUDENT INC	01/16/2015	11034797	OPEN PO FOR FIRST STUDENT BUS CHARGES	81415077	108,751.80	108,751.80
116207	HAROLD LEMAY ENTERPRISES	01/16/2015	5857033	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Steilacoom HS	81415047	15.63	34.70
			5857082	DISTRICT WIDE	81415047	4.40	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Saltar's Point			
			5857209	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Chloe Clark	81415047	13.67	
			5858004	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / 601 Chambers	81415047	1.00	
116208	HUMANUS CORPORATION	01/16/2015	2015-2240	Jonathan Golle, Contracted Psychologist position.	91415002	2,960.00	2,960.00
116209	JW PEPPER	01/16/2015	14546064	sheet music/folmer/open p.o.	2371415028	9.81	9.81
116210	KING COUNTY DIRECTORS ASSN	01/16/2015	3870792	copy paper - order for school year 2014-15	2371415014	643.69	809.66
			3870958	nurse/health room supplies cart #750850	2371415044	165.97	
116211	KONE, INC	01/16/2015	221647696	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELEVATOR SERVICE	101415058	635.53	635.53
116212	LAKEWOOD HARDWARE & PAINT	01/16/2015	417464	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415026	13.76	13.76
116213	LEADER SERVICES	01/16/2015	WA08161	Transactions for December 2014 @ $1.40/transaction	0	50.40	50.40
116214	LEMAY MOBILE SHREDDING	01/16/2015	4419255	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / 511 Chambers	81415049	100.00	178.00
			4419262	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / Steilacoom HS	81415049	50.00	
			4421585	LEMAY MOBILE	81415049	28.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SHREDDING SVCS FY 1415 OPEN PO / Chloe Clark			
116215	NORRIS, LAURIE ANNE	01/16/2015	REIMBURSE	REIMBURSE FOR MILEAGE	0	34.80	34.80
116216	NORTHWEST CASCADE INC	01/16/2015	2-1096314	HONEY BUCKET RENTAL	81415060	124.50	1,000.00
			3003598	OPEN PURCHASE ORDER 2014-2015 FOR PLUMBING SERVICES	101415091	875.50	
116217	OLYMPIC PHARMACY & HEALTH SERV	01/16/2015	432038	U-Sling 4pt Padded Large	91415016	241.69	241.69
116218	PIERCE COUNTY REFUSE	01/16/2015	5851519	OPEN PO FOR GARBAGE AND RECYCLING / Anderson Island	81415084	154.90	2,409.87
			5853011	OPEN PO FOR GARBAGE AND RECYCLING / Pioneer MS	81415084	2,254.97	
116219	PIERCE CO BUDGET AND FINANCE	01/16/2015	AR164660	Pierce County Budget and Finance Birth to Three Program	91415009	20,943.34	33,628.99
			AR166408	Pierce County Budget and Finance Birth to Three Program	91415009	12,685.65	
116220	QBSI	01/16/2015	IN331776	QBSI OPEN PO PRINT MANAGEMENT SERVICES	81415035	133.97	538.75
			IN332711	QBSI OPEN PO PRINT MANAGEMENT SERVICES	81415035	404.78	
116221	SAYLOR, SUSAN KAY	01/16/2015	REIMBURSE	REIMBURSE SUPPLIES	0	8.56	8.56
116222	SECURE PACIFIC	01/16/2015	39773	MONITORING SERVICES FOR STEILACOOM DISTRICT	101415001	341.87	341.87
116223	SHAFFER, DEBBEE R	01/16/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	11.37	11.37
116224	SODEXO INC & AFFILIATES	01/16/2015	100009232	OPEN PO FOR FOOD SERVICE - DO NOT FAX	81415104	64,701.65	64,701.65
116225	SOUND PEST MANAGEMENT	01/16/2015	0000641	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL	101415046	82.05	410.25

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				/ Pioneer MS (October)			
			0000642	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL / Pioneer MS (November)	101415046	82.05	
			0000643	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL / Pioneer MS (December)	101415046	82.05	
			0000645	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL / Steilacoom HS (November)	101415046	82.05	
			0000646	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL / Steilacoom HS (December)	101415046	82.05	
116226	STACY PLUMBING SUPPLY CO	01/16/2015	314743	OPEN PURCHASE ORDER FOR 2014-2015 FOR PLUMBING SUPPLIES	101415086	21.14	21.14
116227	SUTCLIFF, JODI KAYE	01/16/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	25.62	25.62
116228	TRUSTEED PLANS SERVICE CORP	01/16/2015	0079433-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	8,816.09	20,211.55
			0079527-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	11,395.46	
116229	WA-ACTE	01/16/2015	REGISTRATION	SHS WA-ACTE DUES FOR FACSE JODY SNYDER AND KERI SCHULTZ-BRACE	141415013	170.00	170.00

36 Computer Check(s) For a Total of 297,405.56

	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
	36	Computer	Checks For a Total of	297,405.56
Total For	36	Manual, Wire Tran, ACH & Computer Checks		297,405.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	297,405.56

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $115,773.95. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 116230 through 116256, totaling $115,773.95

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
116230	ALBERS & COMPANY INC	01/23/2015	1116	ALBERS AND COMPANY INC FY 1415 OPEN PO	81415038	3,064.25	3,064.25
116231	ANDERSON ISLAND GENERAL STORE	01/23/2015	495551	FUEL FOR BUS AND CAR ON ANDERSON ISLAND	81415054	165.66	425.26
			496336	FUEL FOR BUS AND CAR ON ANDERSON ISLAND	81415054	149.48	
			497314	FUEL FOR BUS AND CAR ON ANDERSON ISLAND	81415054	110.12	
116232	CDWG	01/23/2015	RP73585	Chromebooks	81415116	22,192.88	22,192.88
116233	CENTURYLINK	01/23/2015	300493944	DISTRICT WIDE PHONE SERVICES FOR THE 14/15 SCHOOL YEAR - DO NOT FAX	81415007	323.39	323.39
116234	CITY TREASURER	01/23/2015	100683154	OPEN PO FOR READER BOARD POWER	81415071	87.45	87.45
116235	COASTWIDE LABORATORIES	01/23/2015	NT2733043-1	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	59.86	59.86
116236	CONSOLIDATED ELECTRICAL DIST	01/23/2015	8541-783636	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	1,126.95	1,126.95
116237	DAUGHERTY, KATHRYN R	01/23/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	15.20	15.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116238	DVERSIFIED SPORTS INC	01/23/2015	0101415090	REPLACEMENT VELCRO STRAPS FOR CHEERLEADING MATS, ESTIMATE #1132, DO NOT DUPLICATE ORDER	101415090	158.63	158.63
116239	EDNETICS INC	01/23/2015	INV-64173	Cherrydale Network Switch Replacement	111415018	21,846.82	65,143.79
			INV-64174	Chloe Clark Network Switch Replacements	111415016	43,296.97	
116240	HEALTH CARE AUTHORITY	01/23/2015	HCASBH1706	Medicaid Reimbursement	81415094	682.21	1,033.49
			HCASBH1866	Medicaid Reimbursement	81415094	351.28	
116241	HORIZON	01/23/2015	3N049172	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415022	298.66	298.66
116242	J&I POWER EQUIPMENT INC	01/23/2015	238986	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415096	910.76	1,108.69
			238990	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415096	197.93	
116243	JUNIOR ACHIEVEMENT OF WASH	01/23/2015	63928412/16/2014	Junior Achievement field trip for 8th grade	2371415050	3,375.00	3,375.00
116244	KEYBANK NATIONAL ASSOCIATION	01/23/2015	14120000304	KEY BANK ANALSIS FEE 14/15 SY	81415096	2,859.25	2,859.25
116245	KING COUNTY DIRECTORS ASSN	01/23/2015	3793547	2371314112/MALKAMES/CAMPBELL/692665 -- paying remaining portion of old invoice	0	7.95	281.80
			3846600	KCDA order cart # 730936	1271415027	116.68	
			3872811	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415025	157.17	
116246	MECHANICAL SALES	01/23/2015	670387	PERFORM ANNUAL INSPECTION OF STEILACOOM HIGH SCHOOL BOILERS; CALL MAINTENANCE AT 253-584-7241 TO SCHEDULE	101415082	1,072.12	1,072.12
116247	MVP PHYSICAL THERAPY, INC	01/23/2015	124	SHS MVP PHYSICAL THERAPY ATHLETIC	81415107	1,835.00	1,835.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				TRAINING SERVICES OPEN PO			
116248	RSD	01/23/2015	26161730-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	101.81	101.81
116249	SCHOLASTIC	01/23/2015	M5529851	Martin/L Arts	2371415024	267.84	267.84
116250	SEATTLE CENTRAL COLLEGE	01/23/2015	2922	ASL Consortium Membership Annual Fee FY 2014-2015 / Nancy Clapp	0	500.00	500.00
116251	SUTCLIFF, JODI KAYE	01/23/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	51.51	51.51
116252	TRANE COMMERCIAL SYSTEMS	01/23/2015	10268860R1	OPEN PURCHASE ORDER 2014-2015 FOR HVAC PARTS & SERVICE	101415051	153.81	153.81
116253	TRUSTEED PLANS SERVICE CORP	01/23/2015	0079628-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	8,560.35	8,560.35
116254	WEIGHT, KATHLEEN J	01/23/2015	REIMBURSE	REIMBURSE MILEAGE	0	80.80	80.80
116255	WELLS FARGO FINAN LEASING INC	01/23/2015	5001824343	WELLS FARGO FINANCE LEASE OPEN PO FOR CHLOE CLARK, ANDERSON, PIONEER AND SHS	81415097	764.72	764.72
116256	WINNING SEASONS	01/23/2015	M2015008	p.e. shorts	2371415049	831.44	831.44

27 Computer Check(s) For a Total of 115,773.95

	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
	27	Computer	Checks For a Total of	115,773.95
Total For	27	Manual, Wire Tran, ACH & Computer Checks		115,773.95
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	115,773.95

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $192.13. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200240 through 200240, totaling $192.13

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
200240	SAYLOR, SUSAN KAY	01/15/2015	REIMB192.13	SUE SAYLOR REIMBURSEMENT FOR COSTCO PURCHASE	0	192.13	192.13

1 Computer Check(s) For a Total of 192.13

	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	192.13
Total For	1	Manual, Wire Tran, ACH & Computer Checks		192.13
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	192.13

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $109,267.31. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200241 through 200244, totaling $109,267.31

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
200241	JONES AND ROBERTS CO.	01/23/2015	2014-10-30	SHS CLASSROOM MODIFICATION PROJECT SERVICES PERFORMED BY JONES & ROBERT CO 2014-10-30 AND 2014-12-04	2001415020	20,036.61	82,845.34
			2014-12-04	SHS CLASSROOM MODIFICATION PROJECT SERVICES PERFORMED BY JONES & ROBERT CO 2014-10-30 AND 2014-12-04	2001415020	62,808.73	
200242	LONG BUILDING TECHNOLOGIES INC	01/23/2015	JC121670	S2 ACCESS CONTROL SYSTEM AT STEILACOOM HIGH SCHOOL	2001415017	24,554.83	24,554.83
200243	MATERIALS TESTING & CONSULTING	01/23/2015	14489	SHS CLASSROOM MODIFICATION SERVICES CONDUCTED IN DECEMBER 2014	2001415018	790.75	790.75
200244	SIGNS OF SEATTLE	01/23/2015	26907	INTERIOR SIGN FOR 1918 ADMIN BLDG	2001415012	780.74	1,076.39
			26989	7 Dibond brushed silver plaques - Invoice attached for payment	2001415019	295.65	

4 Computer Check(s) For a Total of 109,267.31

	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	109,267.31
Total For	4	Manual, Wire Tran, ACH & Computer Checks		109,267.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	109,267.31

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $0.00, and voids/cancellations, totaling $73.50. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Voids/Cancellations, totaling $73.50

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
402029	FROMUTH	01/12/2015	885403	FROMUTH TENNIS EQUIPMENT	4061415040	73.50	73.50

1 Void Check(s) For a Total of 73.50

	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	73.50
			Net Amount	-73.50

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $12,135.93. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 402061 through 402076, totaling $12,135.93

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
402061	CHIEF SEALTH INTERNATIONAL HIG	01/16/2015	12052014	2016 WRESTLING - RETURN OF THE SEAHAWK INVITATIONAL ENTRY FEE	4061415115	250.00	250.00
402062	COSTCO	01/16/2015	259597745	OPEN PO FOR STUDENT STORE COSTCO FY1415 EXPENDITURE	4061415019	375.79	375.79
402063	DAGAN, SHAWN	01/16/2015	CHEER1915	CHEER TEAM FLIGHT REIMBURSEMENT	0	6,832.00	6,832.00
402064	EASTBAY	01/16/2015	310134	UNPAID PORTION AND TAX FOR INVOICE 309835 EASTBAY GIRLS BASKETBALL SHIRTS	0	16.42	16.42
402065	ELSHIRE, KATHERINE BETH	01/16/2015	REIMB108.90	REIMBURSEMENT TO KATHY ELSHIRE FOR DOMINO'S PIZZA PURCHASE	4051415035	108.90	108.90
402066	EMERALD RIDGE HIGH SCHOOL	01/16/2015	12062014	2016 WRESTLING - EMERALD RIDGE KICKOFF INVITE ENTRY FEE	4061415114	36.00	36.00
402067	MGHS CROSS COUNTRY	01/16/2015	1415045	8TH ANNUAL TWILIGHT XC INVITATIONAL CROSS COUNTRY MEET ENTRY FEE	4061415045	200.00	200.00
402068	PACIFIC WELDING	01/16/2015	01261006	SHS STUDENT STORE FY 1415 OPEN PO FOR PACIFIC WELDING	4061415017	11.21	11.21

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402069	PAPA JOHN'S PIZZA	01/16/2015	S2208-15-0983	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	34.93	156.24
			S2208-15-0991	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	34.93	
			S2208-15-1029	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	34.93	
			S2208-15-1031	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
402070	SOWARDS, JEFF	01/16/2015	1415044	SCOTT SKILES MEMORIAL RACE ENTRY FEE	4061415044	120.00	120.00
402071	TAHOMA CROSS COUNTRY RUNNING C	01/16/2015	2014-31	TAHOMA 15K COED RELAYS ENTRY FEE	4061415043	125.00	125.00
402072	TOTEM FOOD PRODUCTS, INC	01/16/2015	11727	4012 - STUDENT STORE - OPEN PO for Totem Food Products	4061415097	369.60	369.60
402073	WESTERN WA UMPIRES ASSOC	01/16/2015	118	fastpitch officials	4051415021	322.00	322.00
402074	WESTERN WA BASKETBALL OFFICIAL	01/16/2015	2015-43	BOYS BASKETBALL OFFICIALS SERVICES FEES FOR 2014-2015 NTE $4400	4061415062	2,952.60	2,952.60
402075	WHITE RIVER HIGH SCHOOL	01/16/2015	12062014	2016 WRESTLING - WHITE RIVER CLASSIC ENTRY FEE	4061415113	200.00	200.00
402076	WINNING SEASONS	01/16/2015	M2014549	2-COLOR REORDER PORT PC61 T-SHIRTS	0	60.17	60.17

16 Computer Check(s) For a Total of 12,135.93

	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
	16	Computer	Checks For a Total of	12,135.93
Total For	16	Manual, Wire Tran, ACH & Computer Checks		12,135.93
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,135.93

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $3,962.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 402077 through 402085, totaling $3,962.74

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
402077	BOSTON HARBOR MARINA	01/23/2015	6483	2000 ATHLETICS - BOSTON HARBOR MARINA KAYAKING FT	4061415119	636.61	636.61
402078	BROADWAY CTR PERFORMING ARTS	01/23/2015	126	Performance/Assembly BROADWAY CENTER	4051415037	1,200.00	1,200.00
402079	EASTBAY INC	01/23/2015	253064	2004 BASEBALL - EASTBAY JACKETS	4061415122	163.02	163.02
402080	FRANKLIN PIERCE SD	01/23/2015	8880005572	2002 VOLLEYBALL - WASHINGTON PATRIOT INVITE	4061415129	350.00	350.00
402081	FREE THE CHILDREN FOUNDATION	01/23/2015	4061415127	6000 ASB DONATION TO FREE THE CHILDREN FOUNDATION - DO NOT MAIL CHECK, DELIVER TO SHS	4061415127	171.68	171.68
402082	OLYMPIA HIGH SCHOOL	01/23/2015	4061415124	2012 BOYS SWIM - OLYMPIA HIGH ENTRY FEE	4061415124	75.00	75.00
402083	PAPA JOHN'S PIZZA	01/23/2015	S2208-15-1037	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	205.80
			S2208-15-1039	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1042	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1066	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402084	RAINIER APPAREL	01/23/2015	L2014332	3017 CLASS OF 2017 - RAINIER APPAREL INVOICE L2014332	4061415125	185.63	185.63
402085	WA MUSIC EDUCATORS - PCARD	01/23/2015	17655	4004 WMEA All-State (4 - students)	4061415092	975.00	975.00

9 Computer Check(s) For a Total of 3,962.74

	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	3,962.74
Total For	9	Manual, Wire Tran, ACH & Computer Checks		3,962.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,962.74

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 January 28, 2015, the board, by a _____ vote, approves payments, totaling $675.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 402086 through 402087, totaling $675.00

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
402086	STEILACOOM SCHOOL DISTRICT	01/23/2015	01222015	ASB TO REIMBURSE GF	0	600.00	600.00
402087	VEBBER, MICHAEL	01/23/2015	1040	PIANO ACCOMPANIMENT FOR CHOIR PERFORMANCE 12/19/2014	0	75.00	75.00

2 Computer Check(s) For a Total of 675.00

	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	675.00
Total For	2	Manual, Wire Tran, ACH & Computer Checks		675.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	675.00

Overnight Field Trip Proposal

- The purpose of the trip is to compete, as state qualifiers, in the Washington state DECA competition.
- The participants are employing their skills as marketing students in their area of expertise in state competition. They will be judged on their written and verbal skills in the marketing field.
- The students will travel by school bus arranged by the transportation dept. and the advisor. All necessary paperwork has been submitted.
- The chaperone will be Christina Hayden, marketing teacher and DECA advisor for Steilacoom High School. This DECA conference lodging is like the fall conference in which the blocks of rooms have male and female chaperones on each floor dispersed amongst the students' rooms. Like at the fall conference I will ask the male chaperones from other schools to help with bed checks at this conference. They will ask the same of me, if necessary, for rooms with females.
- The students participating are Conner Canning, Jacob Smith, Parker Gehring, Hannah Ireland, Aurora Authement, Mary Forbes, Kendall Fox, Jelsy Gundao, Amanda Glass, Sarah Waight. The students and chaperone will be staying in the assigned hotel by Washington DECA. The hotel will be either the Hyatt, or the Mariott (depending on assignment) located in Bellevue, Washington.
- Meals will be paid for by student participants. The registration fees and lodging will be paid with the funds in the DECA/student store ASB account. The school district will pay for the transportation via bus to and from the competition.
- Itinerary:
  a. Depart school March 5 at 1:30 pm and return to Steilacoom High School March 7 at 2:00 pm.
  b. We should arrive March 5 in Bellevue at approximately 2:30 pm
  c. Christina Hayden can be reached on her cell phone: 253-677-2282. Lodging is at the Hyatt or the Marriott Hotel in Bellevue, WA. Room number is yet to be determined by Washington DECA and the hotel.

Christina Hayden

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 1-28-15						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
Can Yuri	Teacher	0.60	High School	1/29/2015	New Hire	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 1-28-15						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
Murray John	Paraeducator	6.5	High School	1/29/2015	New Hire	

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X ACTION Second Reading of Management Series Policies: 6530 and 6570

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 minor revisions:

Policy 6530 - Insurance

- Minor wording edits (shall to will)
- Changes to Worker's Compensation section on policy per Department of Labor and Industries in 2010

Policy 6570 – Property and Data Management

- Minor wording edits (shall to will)
- Removal of references to "records" – now covered in Records Retention Schedule and Policy 3231 – Student Records and Policy 4040- Public Access to School District Records

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve Policy 6530 and 6570.

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

INSURANCE

All insurance programs of the district will be managed as part of the district's risk management program.

A. Liability Insurance

The district will maintain sufficient liability insurance to protect it against claims for the negligent or wrongful acts of its staff or agents. The amount and terms of such insurance protection will be reviewed annually as part of the district's risk management program.

The board will hold individual board members, administrators, staff or agents of the district harmless and defend them from any financial loss, including reasonable attorneys' fees, arising out of any act or failure to act, provided that at the time of the act or omission complained of, the individual so indemnified was acting within the scope of his/her responsibilities or employment and in compliance with the policies and procedures of the district.

The district will provide its staff with insurance protection while they are engaged in the maintenance of order and discipline and in the protection of students, other staff and property. Such insurance protection must include liability insurance covering injury to persons and property and insurance protecting staff from loss or damage of their personal property incurred while so engaged.

A member of the board of directors or the superintendent is immune from civil liability for damages for any discretionary decision or failure to make a discretionary decision within his or her official capacity, but liability will remain on the district for the tortious conduct of the board members and superintendent. The superintendent will obtain errors and omissions insurance in the amounts deemed necessary by the board.

B. Property Damage Insurance

The district will maintain a comprehensive insurance program which will provide adequate coverage, as determined by the board, in the event of loss or damage to school buildings and/or equipment, including motor vehicles.

C. Staff Insurance

The district will develop and maintain an effective program of insurance for its staff. Such programs may include, but are not limited to, unemployment compensation, industrial accident and/or injury insurance, liability and medical insurance.

The district may make available liability, life, health, health care, accident, disability or salary protection insurance or any one of or a combination of these types of insurance and may contribute all or part of the cost of such insurance.

D. Unemployment Insurance

The district will participate in the program lawfully available for fulfilling its unemployment insurance obligation that is most financially and administratively efficient. The unemployment compensation program will be reviewed annually by the board.

Staff eligible under the terms of the unemployment compensation pool agreement with the educational service district will be provided with the unemployment benefits to which they are enti-

tled. The district will maintain the records required by the state employment security department and retain them for not less than four years.

E. Workers' Compensation

Workers' compensation is an insurance program which covers job-related injuries and occupational diseases. School staff members are covered by a self-insured program which has been approved by the Washington State Department of Labor and Industries. Employees are protected in two ways:

1. Medical costs resulting from job injuries are paid

A. 2. Injured employees are paid a partial wage replacement while off work due to a job-related injury or disease under the claim when certified off work by their doctor.

When an employee is injured on the job and is unable to perform his or her duties as a result of an on-the-job injury or occupational disease and certified off work by a doctor, the employee may elect to use leave as follows (provided the employer does not elect to keep the employee on full salary through means other than use of accrued leave):

1. Choose unpaid leave, thus receiving only his or her entitled temporary total disability (TTD) benefits, or
2. Elect to use a full day of accumulated leave (sick, annual or other similar benefit) in addition to their entitled TTD benefits, or
3. Elect to use a proportionate share of accumulated leave to make up the difference between the workers' compensation payments and the employee's regular pay at the time of injury.

The superintendent or designee will develop procedures to assure the legal administration of workers' compensation benefits.

F. Medical Insurance

Medical plans are offered in the district on a payroll deduction plan. Staff may select from among those plans which are made available by the district's approval. The district will make a contribution toward approved insurance premiums for each full-time staff member each month in an amount which is determined each year. The district may provide prorated contributions toward premiums for less than full-time staff. In the event of any fully-funded legislative changes for payment of insurance premiums, such funds will be provided automatically as additional contributions.

When a staff member is on leave and the staff member's accumulated paid leave has been exhausted, the district will notify the staff member that the medical insurance benefits are exhausted and the premium is due. The district will accept the premium from the staff member and remit it to the carrier each month during the term of an approved leave of absence.

In compliance with COBRA (Consolidated Omnibus Budget Reconciliation Act), the district will offer continuing health care coverage on a self-pay basis to staff members and their dependents following termination (for reasons other than gross misconduct), a reduction in hours, retirement, death, or loss of coverage eligibility to the dependent. These health benefits will be identical to the coverages offered to full-time staff members. For terminated or reduced-hour staff members, the coverage may last up to 18 months or until they become eligible for other health insurance, whichever is earlier. In the event of the staff member's retirement, divorce, separation or death, or loss of dependent eligibility the coverage may last up to 36 months for the staff member

and/or qualified beneficiary. The full policy premium plus a 2% administration fee will be paid by the staff member or the beneficiary to the district.

Cross Reference:	Board Policy 2151	Interscholastic Activities
	Board Policy 5401	Sick Leave
	Board Policy 6500	Risk Management
	Board Policy 6535	Student Insurance
	Board Policy 6540	School District Responsibility for Privately Owned Property
Legal Reference:	RCW 28A.320.060	Officers, employees or agents of school districts or educational service districts, insurance to protect and hold personally harmless
	28A.320.100	Actions against officers, employees or agents of school districts and educational service districts — Defense, costs, fees — Payment of obligation
	28A.335.010	School buildings, maintenance, furnishing and insuring
	28A.400.350	Liability, life, health, health care,accident, disability and salary insurance authorized — Premiums
	28A.400.370	Mandatory insurance protection for employees
	4.24.470	Liability of officials and members of governing body of public agency
	4.96.010	Tortious conduct of political sub-division — Liability for damages
	41.50.160	Restoration of withdrawn contributions by annual installment
	50.20.050	Disqualification for leaving work voluntarily without good cause
	50.44.030(3)	Insurance pools
	50.44.050	Benefits payable, terms and conditions
	29 U.S.C. A §§ 1161-1168	Consolidated Omnibus Budget Reconciliation Act
	WAC 296-15	Worker's compensation self-insurance

Management Resources: 2010 – June Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

PROPERTY AND DATA MANAGEMENT

Data Management

The superintendent is authorized to enter into a contract with the Washington School Information Processing Cooperative (WSIPC) to purchase a student information system, equipment, networking and software to expand the current K-12 education statewide network. The board will review the data management program annually.

Property Records

Property records and inventory records will be maintained on all land, buildings and personal property under the control of the district.

Property purchased in whole or in part with federal funds will be inventoried at least every two years. The inventory will include the serial number of the item, its cost and the percentage of federal funds used to purchase it.

Small attractive items (computers, printers, projectors, tools, or other electronic devices) will be inventoried annually and will be signed out to staff. Sign-out records will also be maintained.

At the end of each school year each teacher will inventory the property items in his or her classroom. A randomly selected ten percent of those inventories will be double-checked by an employee of the business office.

For purposes of this policy, “equipment” will mean a unit of furniture or furnishings, an instrument, a machine, an apparatus or a set of articles which retains its shape and appearance with use, is nonexpendable, and does not lose its identity when incorporated into a more complex unit. Property records of facilities will be maintained on an ongoing basis.

No equipment will be removed for personal or nonschool use. Property records will show, as appropriate to the item recorded, the following:

A. Description of the property;

B. A serial number or other identification number (equipment may be identified with a permanent tag that provides appropriate district and equipment identification.);

C. Source of property;

D. Who holds title;

E. Manufacturer;

F. Year of purchase;

G. Initial cost;

H. Percentage of federal participation in the cost of the property;

I. Location;

J. Condition and depreciation;

K. Current valuation in conformity with insurance requirements; and

L. Disposition data including date of disposal and sale price of the property.

Cross Reference:	Board Policy 3231	Student Records
	Board Policy 4040	Public Access to School District Records
	Board Policy 6801	Capital Assets and Threat- Sensitive Assets
	Board Policy 6955	Maintenance of Facilities Records
Legal References:	Chapter 40.14 RCW	Preservation and Destruction of Public Records
	RCW 40.14.010	Definition of public records
	RCW 42.56.070-080	Public Records
	34 C.F.R. § 80.32	Uniform Administrative requirements for grants and cooperative agreements to state and local governments — Equipment
	School Districts and Educational Service Districts Records Retention Schedule Version 8.0 (November 2012)	
Management Resources:	2010 - February Issue	
	Policy News, April 2006	Fixed Assets
	Policy News, April 2005	Records Retention Schedule Updated

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X ACTION Second Reading of Management Series Policies: 6600, 6605, 6608

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 minor revisions:

No changes since first reading:

Policy 6600 - Transportation
Policy 6605 – Student Safety Walking to School and Riding Buses

-

Change since first reading:
Policy 6608 – Video Cameras on Buses

- Based on Mr. Denning's comment regarding audio, we checked with legal and have added a reference.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to approve **Policy 6600, 6605 and 6608.**

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

TRANSPORTATION

The district may provide transportation to and from school for a student:

A. Whose residence is beyond the one mile radius from the school to which the student is assigned;

B. Whose walking route to school is hazardous;

C. Whose disability prevents him/her from walking or providing for his/her own welfare while walking; or

D. Who has another compelling and legally sufficient reason to receive transportation services. The parent or guardian of a student whose assigned bus stop is beyond the maximum walking distance may receive reimbursement for private transportation at the state mileage reimbursement rate.

Each year the superintendent will present to the board for the number of students who live within the minimum distance of their schools and for whom there appears sufficient justification for the district to provide transportation. In this report, the superintendent will also provide the reasons why each of these students is transported.

The district's transportation program will comply in all ways with state law and regulation. Transportation services of the district may include approved bus routes, district-approved field trips, school activities (participants only) and extracurricular activities (rooters). The superintendent is authorized to permit a parent of a student enrolled in school to ride a bus when excess seating is available and private or other public transportation is not reasonably available.

The board of directors may authorize children attending an approved private school to ride a school bus provided that the bus route and stops are not altered, space is available, and a fee to cover the per seat cost for such transportation is collected.

Routes And Schedules

The superintendent will be responsible for scheduling bus transportation, including the determination of routes and bus stops as well as overseeing the transportation program.

The purpose of bus scheduling and routing is to achieve maximum service with a minimum fleet of buses insofar as this is consistent with rendering safe and reasonably equal service to all students entitled to such service. The board may authorize the use of a district-owned passenger car in lieu of a bus for transporting students to and from school.

In order to operate the transportation system as safely and efficiently as possible, the following factors will be considered in establishing bus routes:

A. Where an alternate route may be considered without sacrifice of efficiency or economy, preference will be given to that route more directly serving the largest number of students;

B. Location of bus stops may be determined by such factors as student safety, economy and efficiency. Students may be required to walk up to one mile from their home to their bus stop provided that the walking route is safe; and

C. School schedules will be adjusted to allow maximum utilization of each bus in the system by alternating elementary and secondary trips.

The district will apply for state transportation apportionment funds and will maintain the records required to obtain such funding.

Emergency Routes And Schedules

The district will develop emergency bus routes and schedules to be used when weather conditions make the usual routes impassable or, in the superintendent's judgment, too hazardous. At the beginning of the school year, copies of emergency routes and schedules will be distributed to parents with instructions on how to obtain emergency information.

If roads are closed to buses but not to private vehicles, the district may continue to operate the instructional programs of the schools without providing bus transportation until the roads are again open to buses.

Legal References:	RCW	28A.160	Student Transportation
		28A.160.020	Authorization for private school students to ride buses — Conditions
		28A.160.030	Authorizing individual transportation or other arrangements
	WAC	392-141	Transportation —State allocation for operations
		392-172A-02095	Transportation (Special Education)

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

STUDENT SAFETY WALKING TO SCHOOL AND RIDING BUSES

A comprehensive school trip safety program will address school walk routes, bus safety and route plans, vehicle access to the school, circulation and parking at the school, pedestrian circulation on and around the school campus and safety education and enforcement.

Safety Advisory Committee

The superintendent will establish a Safety Advisory Committee (SAC) to develop and maintain a comprehensive school trip safety program. The committee will also develop and maintain the school patrol program in compliance with RCW 46.61.385. The superintendent will develop specific responsibilities and reporting relationships of the committee, including how the SAC relates to individual school safety programs.

Bus Safety

The superintendent will develop written rules establishing the procedures for bus safety and emergency exit drills and for student conduct while riding on buses. The procedures for bus safety will include rules restricting bus access to students and those persons authorized by the superintendent and/or his or her designee(s) to ride the bus to and from any school activity.

The bus driver is responsible for the safety of his/her passengers, particularly for those who cross a roadway after leaving the bus. No bus driver will order or allow a student to disembark at other than his/her customary boarding or alightingplace unless so authorized by the superintendent. In order to assure the safety of all, the bus driver may hold students accountable for their conduct during the course of transportation and may recommend corrective action against a student. Bus drivers are expressly prohibited from using corporal punishment. Bus drivers are expressly prohibited from allowing anyone to board the bus who is not a student or a person authorized to ride the bus by the superintendent and/or his or her designee(s).

Emergencies

In the event of an accident or other emergency, the bus driver will follow the emergency procedures in accordance with the School Bus Driver Handbook (SPI). A copy of the emergency procedures will be located in each bus. To insure the success of such emergency procedures, each bus driver will conduct an emergency evacuation drill within the first six weeks of each school semester. The district will conduct such other drills and procedures as may be necessary.

Student Conduct On Buses

The superintendent will establish written rules of conduct for students riding school buses. Such rules will include as a minimum the requirements of WAC 392-145-035 and will be reviewed annually by the superintendent and revised if necessary. If the rules are substantially revised, they will be submitted to the board for approval.

At the beginning of each school year, a copy of the rules of conduct for students riding buses will be provided to each student who is scheduled to ride a school bus. The classroom teacher and/or bus driver will review the rules with the students at or near the beginning of each school year. A copy of the rules will be available upon request at the district office.

Safe Routes To School Plan

Pursuant to WAC 392-151-025, all elementary schools that have students who walk to and from school are required to develop a suggested route plan. All schools are encouraged to have a walking/biking route plan in place. To develop the school walking/biking route plans, the superintendent will establish a Safe Routes to School committee.

The committee will conduct a walking and biking audit within a one mile radius of the school and develop a Safe Routes To School walking/biking map or plan. The plan will recommend the best routes for students walking to and from school, as well as the best routes to and from school bus stops. In developing the plan, the committee will consider, at a minimum, the following:

1. traffic patterns;
2. existing traffic controls;
3. existing school patrols;
4. limits on the number of school crossings so that students have to move through the crossings in groups;
5. allowing only one entrance-exit from each block to and from school;
6. routes that provide the greatest physical separation between walking children and traffic;
7. routes that expose students to the lowest speeds and volumes of moving vehicles; and
8. routes that include the fewest number of road or rail crossings;

The superintendent or designee will review the plan with the Safety Advisory Committee and, upon its approval, distribute the plan to all students with instructions that it be taken home and discussed with parents. The plan will be routinely updated as conditions change. The superintendent or designee will include the plan in the district's School Wellness Plan to encourage parents and students who walk and bike to school to use the recommended routes.

Cross References:	Board Policy 3241	Classroom Management, Corrective Actions or Punishment
	Board Policy 6700	Nutrition and Physical Fitness
Legal References:	RCW 28A.600.010	Government of schools, pupils, employees, rules and regulations for — Due process guarantee — Enforcement
	RCW 46.61.385	School patrol — Appointment — Authority — Finance — Insurance.
	WAC 392-144	School Bus Driver Qualifications
	WAC 392-400-225	School district rules defining misconduct — Distribution of rules
	WAC 392-145	Transportation — Operation rules
	WAC 392-145-021	General operating regulations
	WAC 392-145-016	Rules for students riding school buses
	WAC 392-151-017	Safety Advisory Committee-Selection
	WAC 392-151-025	Route Plans

Management Resources: 2014 - June Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

VIDEO CAMERAS ON SCHOOL BUSES

The board authorizes the use of video cameras on district operated school buses for the purpose of reducing discipline problems, thus providing a safer environment for the transportation of students. Video cameras may record video or video and audio. The reason for recording the transportation environment is to provide school officials, drivers and parents/guardians/custodians with documentation when dealing with inappropriate student behavior. Disciplinary action will be in accordance with policy and procedures 3200 and 3241, and the Student Handbook.

The superintendent will prepare procedures for use of the video equipment on buses, the authorized review process for video tapes and the proper disposal of tapes.

Cross References:	Policy 3200	Student Rights and Responsibilities
	Policy 3241	Classroom Management, Corrective Actions or Punishment

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Reviewed: 10.17.12
Revised: 1.28.15

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **X** **ACTION** **Second Reading Policy 3418 Response to Student Injury or Illness**

_____ **INFORMATION** _____

BACKGROUND INFORMATION:
WSSDA recommends revision to this policy to revise the title and to remove outdated language.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to approve Policy 3418.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **X** **ACTION** **Second Reading of Personnel Series Policies: 5010, 5011, 5281**
_____ **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 policies are in need of minor revisions:

Policy 5010 – Nondiscrimination and Affirmative Action
- Minor wording edits
- Addition of legal reference

Policy 5011 – Sexual Harassment
- Inclusion of language about corresponding procedure and complaint process

Policy 5281 – Disciplinary Action and Discharge
- Minor wording edits
- Inclusion of language regarding personal social networking accounts of staff
- Addition of legal reference

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to approve Policy 5010, 5011 and 5281.

Report prepared by: **Kathi Weight-Superintendent**

NONDISCRIMINATION AND AFFIRMATIVE ACTION

Nondiscrimination

The district will provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion and training. Such equal employment opportunity will be provided without discrimination with respect to race, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, marital status or qualified individuals with disabilities.

The board will designate a staff member to serve as compliance officer.

Affirmative Action

The district, as a recipient of public funds, is committed to undertake affirmative action which will make effective equal employment opportunities for staff and applicants for employment. Such affirmative action will include a review of programs, the setting of goals and the implementation of corrective employment procedures to increase the ratio of aged, handicapped, ethnic minorities, women and Vietnam veterans who are under-represented in the job classifications in relationship to the availability of such persons having requisite qualifications. Affirmative action plans may not include hiring or employment preferences based on gender or race, including color, ethnicity or national origin. Such affirmative action will also include recruitment, selection, training, education and other programs.

The superintendent will develop an affirmative action plan which specifies the personnel procedures to be followed by the staff of the district and will ensure that no such procedures discriminate against any individual. Reasonable steps will be taken to promote employment opportunities of those classes that are recognized as protected groups — aged, handicapped, ethnic minorities and women and Vietnam veterans, although under state law racial minorities and women may not be treated preferentially in public employment.

This policy, as well as the affirmative action plan, regulations and procedures developed according to it, will be disseminated widely to staff in all classifications and to all interested patrons and organizations. Progress toward the goals established under this policy will be reported annually to the board.

Employment of Persons With Disabilities

In order to fulfill its commitment of nondiscrimination to those with disabilities, the following conditions will prevail:

A. No qualified person with disabilities will, solely by reason of a disability, be subjected to discrimination, and the district will not limit, segregate or classify any applicants for employment or any staff member in any way that adversely affects his/her opportunities or status because of a disability. This prohibition applies to all aspects of employment from recruitment to promotions and includes fringe benefits and other elements of compensation.

B. The district will make reasonable accommodation to the known physical or mental limitations of an otherwise qualified disabled applicant or staff member unless it is clear that an accommodation would impose an undue hardship on the operation of the district program. Such reasonable accommodations may include:

1. Making facilities used by staff readily accessible and usable by persons with disabilities; and
2. Job restructuring, part-time or modified work schedules, acquisition or modification of equipment or devices, the provision of readers or interpreters and other similar actions.

In determining whether or not accommodation would impose an undue hardship on the district, factors to be considered include the nature and cost of the accommodation.

C. The district will not make use of any employment test or criteria that screens out persons with disabilities unless:
   1. The test or criteria is clearly and specifically job-related; and
   2. Alternative tests or criteria that do not screen out persons with disabilities are available.

D. While the district may not make pre-employment inquiry as to whether an applicant has a disability or as to the nature and severity of any such disability, it may inquire into an applicant's ability to perform job-related functions.

E. Any staff member who believes that there has been a violation of this policy or the law prohibiting discrimination because of a disability may initiate a grievance through the procedures for staff complaints.

Nondiscrimination for Military Service

The district will not discriminate against any person who is a member of, applies to be a member or, performs, has performed, applies to perform, or has an obligation to perform service in an uniformed service, on the basis of that participation in an uniformed service. This includes in initial employment, retention in employment, promotion, or any benefit of employment. The district will also not discriminate against any person who has participated in the enforcement of these rights under state or federal law.

Cross References:	Board Policy 2030	Service Animals in Schools
	Board Policy 5270	Resolution of Staff Complaints
	Board Policy 5407	Military Leave
Legal References:	RCW 28A.400.310	Law against discrimination applicable to district's employment practices
	RCW 28A.640.020	Regulations, guidelines to eliminate discrimination — Scope – Sexual harrassment policies
	RCW28A.642	Discrimination prohibition
	RCW 49.60	Discrimination — Human rights commission
	RCW 49.60.030	Freedom from discrimination — Declaration of civil rights
	RCW 49.60.180	Unfair practices of employers
	RCW 49.60.400	Discrimination, preferential treatment prohibited.
	RCW 73.16	Employment and Re-employment

WAC 392-190	Equal Education opportunity – Unlawful Discrimination Prohibitied
WAC 391-190-0592	Public school employment – Affirmative action program
42 USC 2000e1 – 2000e10	Title VII of the Civil Rights Act of 1964
20 USC § 1681 - 1688	Title IX Educational Amendments of 1972
42 USC 12101 – 12213	Americans with Disabilities Act
8 USC 1324	(IRCA) Immigration Reform and Control Act of 1986
38 USC §§ 4301-4333	Uniformed Services Employment and Reemployment Rights Act
29 USC 794	Vocational Rehabilitation Act of 1973
34 CFR § 104	Nondiscrimination on the bsisi of handicap in Programs or activities receiving federal financial assistance
38 USC 4212	Vietnam Era Veterans Readjustment Act of 1974 (VEVRAA)

Management Resources: *Policy News*, December 2014
Policy News, June 2011
Policy News, February 2011 *Policy News*, August 2007
Policy News, June 2001

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 3.13.12; 1.28.15

SEXUAL HARASSMENT

This district is committed to a positive and productive education and working environment free from discrimination, including sexual harassment. The district prohibits sexual harassment of students, employees and others involved in school district activities.

Sexual harassment occurs when:

A. Submitting to the harasser's sexual demands is a stated or implied condition of obtaining an education or work opportunity or other benefit;

B. Submission to or rejection of sexual demands is a factor in an academic, work or other school-related decision affecting an individual; or

C. Unwelcome sexual or gender-directed conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

Sexual harassment can occur adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male and female to female.

The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Persons found to have been subjected to sexual harassment will have appropriate school district services made reasonably available to them and adverse consequences of the harassment will be reviewed and remedied, as appropriate.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff and contractors. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy. All staff are responsible for receiving informal complaints and reports of sexual harassment and informing appropriate district personnel of the complaint or report for investigation and resolution. All staff are also responsible for directing complainants to the formal complaint process.

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers and

visitors. The policy and procedure will be reproduced in each student, staff, volunteer and parent handbook.

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, and volunteers and parents in the review process.

Cross References:	Policy	3207	Prohibition of Harrassment, Intimidation and Bullying
	Policy	3210	Nondiscrimination
	Policy	3240	Student Conduct
		3421	Child Abuse, Neglect and Exploitation Prevention
	Policy	5010	Nondiscrimination and Affirmative Action
Legal References:	RCW 28A.640.020		Regulations, guidelines to eliminate discrimination — Scope—Sexual harrassment policies
	WAC 392-190-058		Sexual harassment

Management Resources:
Policy News, October 2011
Policy News, December 2014

Adoption Date:2.27.08
School District Name:Steilacoom Historical School District
Revised: 7.29.10; 2.12.14;1.28.15

DISCIPLINARY ACTION AND DISCHARGE

Staff who fail to fulfill their job responsibilities or follow the reasonable directions of their administrators or who conduct themselves on or off the job in ways that significantly affect their effectiveness on the job or in such other ways that the law determines to be sufficient cause shall be subject to discipline. Behavior, conduct or action which may institute disciplinary action or discharge may include, but is not limited to:

Insubordination, gross incompetence, immorality, sexual misconduct, conviction of a felony, nonprofessional conduct, mental or physical inability to perform the duties for which employed, intemperance, intentional discrimination, vulgar speech or actions, use of habit-forming drugs without pharmaceutical prescription by a doctor of medicine licensed to practice in the state of Washington, use of alcoholic beverages on school premises or at a school-sponsored activity off the school premises, and use of district supplies and equipment for personal betterment or financial gain.

Discipline will be reasonably appropriate to the circumstances but may include suspension or discharge.

The district will not request, require or otherwise compel or coerce an employee to: 1) disclose login information for the employee's personal social networking account; or 2) access their personal social networking account in the presence of a supervisor or other district employee; or 3) add a district supervisor or employee to the account's list of contacts or 4) alter the settings on the employee's personal social networking account to affect a third party's ability to view it. The district may not take adverse action against an employee for refusal to comply with any of the above actions.

However, the district may request or require the employee to share content from his or her personal social networking account if: 1) the district requests the content to make a factual determination during the course of an investigation; and 2) the district undertakes an investigation regarding the employee's activity on his/her personal social networking account; and 3) the purpose of the investigation is to ensure compliance with all applicable laws or investigate an unauthorized transfer of district proprietary information, confidential information or financial data to the personal social networking account; and 4) the employer does not request or require the employee to provide his/her login information.

In the event that allegations or charges are made against a staff member for misconduct with minors, the superintendent may contact the Child Protective Services central registry for evidence regarding the staff member as an adjudicated or admitted perpetrator of child abuse or neglect. Discharge or other adverse action affecting the contract status of certificated staff will be instituted by the superintendent in the manner prescribed by law.

When allegations are made against an employee of sexual abuse, verbal abuse or physical abuse the district will make a determination whether the abuse or misconduct occurred.

If the district determines that sufficient information exists to conclude that the abuse or misconduct occurred and that the abuse or misconduct resulted in the employee's leaving his or her position at the district, the district must forward known information about the employee sexual misconduct to prospective school district employers.

The district will not enter into any contract to suppress information about verbal or physical abuse or sexual misconduct by a present or former employee. Neither shall the district expunge such information from the employee's file.

In cases where the allegations involve violations of the state professional code of conduct for certificated staff, the superintendent will file a report with the office of professional practice in the State Superintendent's office. When the district or superintendent discharges, fails to renew the contract or permits a certificated staff member to resign, the superintendent will notify the Office of Professional Practice of such termination of employment.

The superintendent is authorized to suspend a provisional status classified staff member immediately. Provisional status as used herein is granted to a classified staff member for the first 60 days of employment. Thereafter, if performance has been acceptable, the classified staff member will be granted regular status.

The superintendent is authorized to suspend a regular status classified staff member immediately. The staff member will be advised of the right to request an informal pretermination meeting within five (5) working days following notice. At such time the staff member may receive notice of the charges against him/her, an explanation of the evidence, and an opportunity to refute any of the charges made.

Upon the request of the suspended staff member, the board will meet with the suspended staff member to determine if discharge action shall be taken. If a request is not received, the board will act upon the recommendation of the superintendent.

Cross References:	Policy 5006	Certification Revocation
	Policy 5240	Evaluation of Staff
	Policy 5280	Termination of Employment
Legal References:	RCW 28A.400.300	Hiring and discharge of employees — Leaves for employees — Seniority and leave benefits, retention upon transfers between schools
	28A.400.340	Notice of discharge to contain notice or right to appeal if available
	28A.405.300	Adverse change in contract status of certificated employee — Determination of probable cause — Notice — Opportunity for hearings
	28A.405.310	Adverse change in contract status of certificated employee, including non-renewal of contract — Hearings — Procedure
	28A.410.090	Revocation of authority to teach
	28A.400.320	Mandatory termination of classified employees
	28A.405.470	Mandatory termination of certified employees
	28A.400.340	Notice of discharge to contain notice of right to appeal if available
	49.44.200	Personal social networking accounts – Restrictions on employer access - Definitions
	WAC 181-86	Policies and procedures for administration of certification proceedings
	181-87	Acts of Unprofessional Conduct
	180-44-060	Drugs and alcohol — Use of as cause for dismissal

Management Resources:

Policy News, December 2014
Policy News, October 2004

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 11.3.10; 1.28.15

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **X** **ACTION** **First Reading of Management Series Policies: 6620, 6625, 6630, 6640, and 6690**

_____ **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 6620 – Special Transportation
- Minor wording edits (shall to will)
- Reference to students with disabilities

Policy 6625 – Private Vehicle Transportation
- Minor wording edits (shall to will)
- Removal of procedure reference

Policy 6630 – Driver Training and Responsibility
- Minor wording edits (shall to will)
- Addition of cross reference

Policy 6640 – School Owned Vehicles
- Minor wording edits (shall to will)
- Addition of phrase regarding telecommunication device law

Policy 6690 – Contracting for Transportation Services
- Minor wording edits (shall to will)
- Addition of cross reference

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to move Policy 6620, 6625, 6630, 6630 and 6690 to a second reading.

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

SPECIAL TRANSPORTATION

The following uses of district transportation are a privilege, not a right, and, except where bound by the terms of a lease, the district may revoke that privilege through official board action at a regularly scheduled and legally advertised meeting. The superintendent ~~shall~~ will have the authority to modify transportation services for school and extracurricular activities when the available fuel supply for regular transportation services appears to fall below the required level. Any staff member may deny transportation to any student who violates the district's written rules and regulations.

School Activities

Transportation may be provided by the district for all activities which have been officially designated by the board as school activities. Activities may include, but not be limited to:

A. Educational field trips growing out of regular classroom activity which are planned by the teacher, approved by the principal and supervised by school staff and

B. Athletics, debate, drama or music programs or other board-approved co-curricular programs.

Participants in any other activity who feel such activity should be considered an official school activity may petition the board, through the superintendent, to have it considered as a school activity.

Board approval is required for any out of state trip or any overnight trip. The ~~Superintendent~~ superintendent ~~shall~~ will approve and inform the Board of any trip beyond the Cascade Mountains or requiring boat travel (excepting Pierce County ferries).

Extracurricular Activities

The superintendent may authorize the use of district transportation vehicles transporting nonparticipating students to extracurricular activities. Such vehicles may be so used when the users pay an amount sufficient to reimburse the district for the complete cost of such use. District drivers will~~shall~~ be used on all such trips. Participants ~~shall~~ will be supervised by staff.

Leasing of Buses

The board may enter into a written lease agreement with any of the following:

A. A nonprofit organization transporting ~~handicapped~~ children with disabilities and/or persons at least 60 years of age to and from the site of activities or programs deemed beneficial to such persons by such organizations, provided that commercial bus service is not reasonably available for such purpose;

B. A governmental agency transporting personnel, supplies and/or evacuees in the event of a major forest fire, flood or other natural disaster; or

C. A user conducting an educational recreation program supported wholly or in part by tax funds.

Such a lease agreement ~~shall~~ will contain a clause absolving the district of any and all liability arising from the lessee's use and operation of the district's buses and a clause requiring the lessee to maintain adequate insurance to recompense the district for the potential loss of the buses leased. Potential users ~~shall~~ will stipulate in writing that commercial or charter bus service is not reasonably available to provide the services for which a school bus is needed. The user ~~shall~~ will

reimburse the district for the actual costs plus a reasonable fee for use of the bus. Funds derived from the lease of a surplus bus ~~shall~~ will be deposited in the transportation vehicle fund. If a bus is a part of the regular fleet, the funds derived from a rental or lease agreement may be deposited in the general fund.

Cooperative Programs

The board may enter into cooperative transportation agreements with other districts when it is economically advantageous to the cooperating districts and when it does not impair the quality of educational programs available to students.

Cross Reference:	Board Policy 2320	Field Trips
	Board Policy 6112	Rental or Lease of District Property
	Board Policy 6605	Student Safety Walking to School and Riding Buses)
Legal References:	RCW 28A.160.010	Operation of student transportation program —Responsibility of local district — Transporting of elderly — Insurance
	28A.160.040	Lease of buses to transport children with disabilities and elderly — Limitation
	28A.160.070	Lease of buses to transport handicapped children and elderly — Elderly persons defined — Program limitation
	28A.160.080	School buses, rental or lease for emergency purposes-Authorization
	28A.160.100	School buses, transportation of general public to interscholastic activities— Limitations
	28A.160.120	Agreements with other governmental entities for transportation of public or other noncommon school purposes — Limitations
	28A.335.060	Surplus school property, rental, lease or use of — Disposition of moneys received from

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 10.27.10; 01.28.15

PRIVATE VEHICLE TRANSPORTATION

The board authorizes the use of private vehicles under the following circumstances:

A. Under unusual circumstances, the district may request parents, or a responsible adult, to drive children to school in their own vehicles on a per-mile cost reimbursable basis. The transportation department determines when "in-lieu" transportation would be advantageous to the district and arranges its implementation. In cases where car pools are formed by families, reimbursement ~~shall~~ will be provided only to the parent whose car is used to transport the students to school; or~~.~~

B. Upon written approval of the principal, staff may transport students when a student's welfare is involved; when due care dictates prompt action, when engaged in occasional field trip activity or when engaged in an occasional extracurricular activity. The staff member ~~shall~~ will acknowledge that he/she agrees to assume full responsibility for any liability or property damage, comprehensive or collision, made by or against the driver/owner of the vehicle. The district's liability insurance ~~shall~~ will cover the risk assumed by the district. The mileage of the staff member ~~shall~~ will be reimbursed by the district.

~~The superintendent shall establish procedures for the use of private auto transportation.~~

Legal References:	RCW 28A.160.030	Authorizing individual transportation or other arrangements
	WAC 392-143-070	Other vehicles used to transport students

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

DRIVER TRAINING AND RESPONSIBILITY

School bus operators ~~shall~~ will observe all state statutes and administrative rules governing traffic safety and school bus operation. The district ~~shall~~will, at the beginning of each school year, verify that each school bus driver has been provided a copy of the OSPI School Bus Driver Handbook, the district's policy and procedure on the Prohibition of Harassment, Intimidation and Bullying, any additional laws and/or rules which apply to school bus drivers, and the district's written rules for student conduct on buses.

Bus Driver Qualifications

Prior to on-the-road training, the district will verify that each driver holds a commercial driver's license instruction permit and a valid Department of Transportation (DOT) medical examiner's certificate, and the district will conduct a pre-employment drug screening pursuant to federal regulations. The school district ~~shall~~ will verify a negative result of such test prior to allowing the driver to operate a school bus on public roads, regardless of whether or not students are on board.

A. Initial Authorization

Prior to transporting students, each school bus driver must have a school bus driver's authorization issued by the Superintendent of Public Instruction; a commercial drivers license appropriate for the size vehicle they will drive, including a passenger endorsement; and a school bus endorsement (with the air brake restriction removed if they drive a bus with air brakes). A school bus driver ~~shall~~ will also hold a valid and current first-aid card (unless the driver has a temporary school bus driver authorization). A school bus driver is required to maintain and carry a valid Department of Transportation (DOT) medical examiner's certificate and to demonstrate annually their continued ability to pass the Superintendent of Public Instruction school bus driver physical certification requirement. The school district retains the right to request more frequent medical examinations or demonstration of the physical ability requirement.

B. Continuing Compliance

At least once each school year, school bus driver~~'~~s must submit to his or her supervisor a photocopy of the following: a valid commercial drivers license indicating the appropriate endorsements, a valid DOT medical examiner's certificate and a current first-aid card. Annually school bus drivers ~~shall~~ will make a written disclosure verifying that he or she meets the continuing requirements for school bus drivers and verifying that his or her driving and criminal records do not indicate any disqualifying conditions.

At least annually, the district will obtain an original, current and complete school bus driver abstract directly from the Department of Licensing verifying that each school bus driver is in compliance with all continuing bus driver qualifications and that his or her driving record does not indicate any disqualifying conditions.

Employees are responsible for reporting any potentially disqualifying offenses to the school district or their supervisor within 20 days. Within 20 days of receiving notice, the district ~~shall~~ will notify OSPI in writing of the disqualifying offense.

The district ~~shall~~ will comply with all drug testing requirements under federal law, which include random, reasonable suspicion and post-accident testing. Failure to submit to a drug test ~~shall~~ will result in termination.

Transportation by a School Employee

Any district employee, other than a school bus driver, who transports students for school activities in a district or private vehicle, must have a valid driver's license issued by the State Department of Li-

censing (or their state of residence), and proof of insurance. Such drivers may only operate vehicles with a manufacturer's rated seating capacity of 10 or less including the driver. Such drivers are required to be authorized school bus drivers if they drive students on scheduled routes between home and school.

In addition, for any employees whose job assignment or supplemental contract requires the regularly scheduled transportation of students in vehicles with a manufacturer's rated seating capacity of 10 or fewer, the district ~~shall~~ will obtain a certified abstract of the driving record of the employee before the employee transports students. This requirement is not necessary for persons transporting students in an emergency affecting health and/or safety.

Supervision of Students

When a teacher, coach or other certificated staff member is assigned to accompany students on a bus, such person ~~shall~~ will be primarily responsible for the behavior of the students in his/her charge and ~~shall~~ will ensure that student behavior complies with state regulations and district policy. The bus driver ~~shall~~ will have final authority and responsibility.

Charter buses or Excursion Carriers

When the district utilizes charter buses or excursion carriers, the driver ~~shall~~ will not have unsupervised access to children, and children ~~shall~~ will be supervised by a responsible employee of the district. Every contract between the school district and a charter bus or excursion carrier ~~shall~~ will contain a carrier profile from the Washington Utilities and Transportation Commission indicating a satisfactory safety rating.

Cross References: 6690 – Contracting for Transportation Services

Legal References:	RCW	28A.160.210	School bus drivers, training and qualifications — Rules
		46.25	Uniform Commercial Drivers Act
	WAC	392-144	School bus driver qualifications
		392-145-015	General operating regulations
		392-145-020 through 030	Rules for school bus drivers; Rules for students riding school buses
	49CFR382		~~FHWA CDL Drug Testing Requirements~~FMCSA CDL Controlled substances and alcohol use and testing

Management Resources:	*Policy News*, April 2007	School Bus Driver Qualifications
	Policy News, October 2006	OSPI Updates Bus Driver Rules

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

SCHOOL-OWNED VEHICLES

The district may provide for the necessary transportation and expenses that are incurred in the course of performing services for the district, whether within or outside the district. All such vehicles ~~shall~~ will be properly marked with letters of contrasting color at least 1-1/4" in height in a conspicuous place on both sides of the vehicle. A district may use a distinctive insignia which shall be at least six (6) inches in diameter across its narrowest dimension.

Staff members operating district owned vehicles must comply with all state and federal laws including laws relating to the use of telecommunications devices. Unless otherwise specified, all travel must be approved in advance by the staff member's immediate supervisor.

The superintendent is directed to establish procedures for the use of school-owned vehicles. At the beginning of each school year, the superintendent will provide the board with a list of staff members who are assigned a school-owned vehicle on a 24-hour basis. The district ~~shall~~ will comply with IRS regulations pertaining to the use of district-provided vehicles for personal commuting.

Cross References:	Board Policy 6213	Reimbursement for Travel Expenses
Legal References:	RCW 46.08.065	Publicly-owned vehicles to be marked — Exceptions

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

CONTRACTING FOR TRANSPORTATION SERVICES

If the board enters into a contract for transportation services, the contractor ~~shall~~ will operate such equipment according to district policy and the rules and regulations of the ~~state~~ State ~~board~~ Board of ~~education~~Education. The contract ~~shall~~ will be in effect for no more than five years. Prior to entering into such a contract the district ~~shall~~ will determine that the cost of contracting will not exceed the projected cost of operating its own system. Such assurances ~~shall~~ will be submitted to the ~~superintendent~~ Superintendent of ~~public~~ Public ~~instruction~~ Instruction for approval.

Cross References — 6630 - Driver Training and Responsibility

Legal References:	RCW 28A.160.010	Operation of student transportation program — Responsibility of local district — Scope — Transporting of elderly — Insurance
	28A.160.140	Contract for pupil transportation services with private nongovernmental entity — Competitive bid procedures
	28A.335.170	Contracts to lease building space and portable buildings, rent or have maintained security systems, computers and other equipment, and provide pupil transportation services
	WAC 392-144	School Bus Driver Qualifications
	392-141	Transportation — State Allocation for Operations
	392-143	Transportation — Specifications for School Buses
	392-145	Transportation — Operation Rules

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 01.28.15

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **X** **ACTION** **First Reading Policy 2161 Special Education and Related Services for Eligible Students**

_____ **INFORMATION** _____

BACKGROUND INFORMATION:
This policy has minor revisions for clarity.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to move Policy 2161 to a Second Reading.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

SPECIAL EDUCATION AND RELATED SERVICES FOR ELIGIBLE STUDENTS

The ~~district~~board recognizes that students whose disabilities adversely impact educational performance and who require specially designed instruction can improve their educational performance when they receive special education and related services tailored to fit their needs. The district adopts the state's full educational opportunity goal to provide students in need of special education services with a free appropriate public education.

Special education programs for eligible students ~~eligible for special education shall~~will be an integral part of the general educational programs of this district, and ~~shall~~will be operated in compliance with federal and state requirements governing special education. The district will provide a continuum of placement options, which may include services within and outside the district depending on the student's needs.

Not all students with disabilities are eligible for special education services. The needs of those students will be addressed individually and if, appropriate, the student will be provided accommodations or modifications required under Section 504 of the Rehabilitation Act in accordance with district policy and procedures.

Mediation or Resolution Agreements
The board authorizes the superintendent or a designee to bind the district to a mediation or resolution agreement.

Commencement Exercises/Certificate of Attendance
In order to participate in commencement exercises, students must have met the minimum criteria for graduation prior to the date of the exercise and otherwise be in good standing with their school through the commencement date. Minimum criteria for participation may be adjusted for students with an IEP whose disabilities have impacted their opportunity to accumulate credits. Each student's IEP team will determine the student's graduation plan, including graduation date. IEP students who have attended four years of high school and need additional time to complete IEP goals and/or credits may request participation in commencement exercises. IEP students will receive a certificate of attendance until they complete their credits for graduation.

The district superintendent ~~shall~~will develop and maintain special education procedures necessary to implement this policy. This policy and the procedures ~~shall~~will be available to the public.

Cross-References:	Board Policy 2162	Education of Students with Disabilities under Section 504
	3231	Student Records
	3241	Classroom Management, Corrective Actions or Punishment

Legal References:	RCW 28A.155	Special Education
	RCW 49.60	Law against Discrimination
	WAC 392-172A	Rules for the Provision of Special Education
	20 U.S.C. 1400 et seq.	Individuals with Disabilities Education Improvement Act of 2004
	42 U.S.C. 12131-12133	Americans with Disabilities Act of 1990
	28 CFR Part 35	Nondiscrimination on the Basis of Disability in State and Local Government Services
	34 CFR Part 99	Family Education Rights and Privacy Act (FERPA)
	29 U.S.C. 794	Section 504 of the Rehabilitation Act of 1973, as amended by the Rehabilitation Act Amendments of 1974, Pub. L. 93-516, 29 U.S.C. 794
	34 CFR Part 104	Nondiscrimination on the basis of handicap in programs and activities receiving or benefiting from federal financial assistance
	34 CFR Part 300	Assistance to States for the Education of Children With Disabilities and Preschool Grants for Children With Disabilities
	34 CFR Part 303	Early Intervention Program for Infants and Toddlers with Disabilities

Management Resources:

Policy News, December 1999	Rule Adoption Leads to Special Education Policy
Policy News, June 2007	Graduation Ceremonies for Special Education Students
Policy News, December 2007	Updated Special Education Policy and Procedure

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised~~:~~ 12.15.10;

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Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **X** **ACTION** **First Reading Policy 3207 Prohibition of Harassment, Intimidation and Bullying**

_____ **INFORMATION** _____

BACKGROUND INFORMATION:
This policy is revised for clarity based on recent OSPI revisions to Chapter 392-190 WAC, regarding discrimination in schools (updates to legal citation and protected class clarification). Revisions also includes additional language clarifying the district's responsibility to students with IEPs and Section 504 plans. This language is from the U.S. Department of Education's Office of Civil Rights Dear Colleague Letter which provided direction in how a schools must respond to bullying incidents of students with disabilities.

Revisions follow WSSDA's model policy.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to move Policy 3207 to a Second Reading.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

PROHIBITION OF HARASSMENT, INTIMIDATION AND BULLYING

The ~~District~~board is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and ~~patrons,~~community members that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentionally written message or image~~--~~ — including those that are electronically transmitted~~--~~ — verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental~~,~~ or physical disability~~, or the use of a trained dog guide or service animal by a person with a disability,~~ or other distinguishing characteristics, when an act:

- A. Physically harms a student or damages the student's property~~.~~;
- B. Has the effect of substantially interfering with a student's education~~.~~;
- C. Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment~~.~~; or
- D. Has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

"Other distinguishing characteristics" can include but are not limited to~~:~~ physical appearance, clothing or other apparel, socioeconomic status and weight.

"Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions

Harassment, intimidation or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

Training

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and ~~shall~~will be implemented in conjunction with comprehensive training of staff and volunteers.

Prevention

The district will provide students with strategies aimed at preventing harassment, intimidation and bullying. ~~-~~In its efforts to train students, the district will seek partnerships with families, law enforcement and other community agencies.

Interventions
Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the perpetrator, and to restore a positive school climate.

The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

Students with Individual Education Plans or Section 504 Plans
If allegations are made that a student with an Individual Education Plan (IEP) or Section 504 Plan has been the target of harassment, intimidation or bullying, the school will convene the student's IEP or Section 504 team to determine whether the incident had an impact on the student's ability to receive a free, appropriate public education (FAPE). The meeting will occur regardless of whether the harassment, intimidation or bullying incident was based on the student's disability. During the meeting, the team will evaluate issues such as the student's academic performance, behavioral issues, attendance, and participation in extracurricular activities. If a determination is made that the student is not receiving a FAPE as a result of the harassment, intimidation or bullying incident, the district will provide all necessary additional services and supports, such as counseling, monitoring and/or reevaluation or revision of the student's IEP or Section 504 plan, to ensure the student receives a FAPE.

Retaliation/False Allegations
Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying.

It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Compliance Officer
The superintendent will appoint a compliance officer as the primary district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district.

The superintendent is authorized to direct the implementation of procedures addressing the elements of this policy.

Cross References: Policy 2161 Special Education and Related Services for Eligible Students
Policy 3200 Rights and Responsibilities
Policy 3210 Nondiscrimination

	Policy 3211	Transgender Students
	Policy 3240	Student Conduct
	Policy 3241	Classroom Management, Corrective Action and Punishment
	Policy 5011	Sexual Harassment
Legal Reference:	RCW 28A.300.285	Harassment, intimidation and bullying prevention policies
	~~Chp~~RCW. 28A.640 ~~RCW~~	Sexual Equality
	~~Chp.~~ WAC 392-190 ~~WAC~~	Equal Educational Opportunity – ~~Sex~~ Unlawful Discrimination Prohibited
Management Resources:	*Policy News*, December 2014	
	Policy News, December 2010	
	Policy News, April 2008	
	Policy News, April 2002	

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 6.11.08; 6.24.10, 1.26.11;

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 28, 2015

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: __X__ **ACTION** **First Reading Policy 3210, Nondiscrimination**
_____ **INFORMATION** _____

BACKGROUND INFORMATION:
In December 2014, OSPI revised Chapter 392-190 WAC, regarding discrimination in schools. Policy 3210 is revised to include these updated changes in law, specifically:

1. Clarification of protected classes;
2. Defining harassment which can be discriminatory;
3. Requirement of nondiscrimination statement in district publication; and
4. Requirement of annual notice to students and parents/guardians of the district's discrimination complaint procedure.

Revisions follow WSSDA's model policy.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:
It is the recommendation of the Superintendent to move Policy 3210 to a Second Reading.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

NONDISCRIMINATION

The district ~~shall~~will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without ~~regard to~~ discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation ~~(including,~~ gender expression or identity~~),~~, marital status, the presence of any sensory, mental or physical ~~or mental~~ disability, or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code. District programs ~~shall~~will be free from sexual harassment.
~~The superintendent shall provide for the annual evaluations, periodic surveys, annual notice and complaint procedures as required by law to ensure that there is in fact equal opportunity for all students in the district.~~

~~The board shall~~
Conduct against any student that is based on one of the categories listed above that is sufficiently severe, persistent or pervasive as to limit or deny the student's ability to participate in or benefit from the district's course offerings, educational programming or any activity will not be tolerated. When a district employee knows, or reasonably should know, that such discriminatory harassment is occurring or has occurred, the district will take prompt and effective steps reasonably calculated to end the harassment, prevent its recurrence and remedy its effects.

The district's nondiscrimination statement will be included in all written announcements, notices, recruitment materials, employment applications, and other publications made available to all students, parents, or employees. The statement will include: 1) notice that the district will not discriminate in any programs or activities on the basis of any of the above-listed categories; 2) the name and contact information of the district's compliance officer designated to ensure compliance with this policy; and 3) the names and contact information of the district's Section 504 and Title IX compliance officers.

The district will annually publish notice reasonably calculated to inform students, students' parents/guardians (in a language that they can understand, which may require language assistance), and employees of the district's discrimination complaint procedure.

The superintendent will designate a staff member to serve as the compliance officer for this policy. The compliance officer will be responsible for investigating any discrimination complaints communicated to the district.

Cross References:	Board Policy 2020	Curriculum Development and Adoption
	2030	Service Animals in Schools
	2140	Guidance and Counseling
	2150	Co-Curricular Program
Legal References:	RCW 28A.640	Sexual Equality
	RCW 28A.642	Discrimination prohibition
	49.60	Discrimination — Human rights commission

42 U.S.C. §§ 12101-12213	Americans with Disabilities Act
WAC 392-400-215	Student rights
392-190-020	~~Equal Educational Opportunity – Sex Discrimination Prohibited~~Training – Staff responsiblities – Bias awareness
WAC 392-190-060	Compliance – School district designation of responsible employee Notification

Management Resources:

Policy News December 2014	
Policy News, June 2011	~~Washington's Laws on Discrimination~~
Policy News, August 2007	~~Washington's Law Against Discrimination~~

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 2.22.12;

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