



## Regular Meeting Agenda

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

**STUDY SESSION:** The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

10/8/2014 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 - Disability History Month

(Presentation)

Presenter: Susanne Beauchaine

### IV. APPROVAL OF MINUTES

(Action)

Minutes 9.24.14.pdf (p. 3)

### V. REPORTS - Legislative Assembly

(Information)

Presenter: Don Denning

### 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 October 2014 Payroll and Accounts Payable.pdf (p. 6)
- Approval of Co-Curricular Personnel Report.pdf (p. 48)
- Approval of Classified Personnel Report.pdf (p. 49)

## **VII. OLD BUSINESS**

### **1. Second Reading of Management Support Series Policies 6022, 6030 and 6040 (Action)**

Presenter: Jim Brittain

Second Reading of Policies 6022, 6030, 6040.pdf (p. 50)

### **2. Second Reading of Policy 2004 Accountability Goals and 2005 School Improvement Plans (Action)**

Presenter: Paul Harvey

Second Reading of Policies 2004 and 2005.pdf (p. 55)

### **3. Approval of Steilacoom High School Classroom Project Bid (Action)**

Presenter: Jim Brittain

SHS Classroom Mods Recommendation to Award Contract.pdf (p. 59)

### **4. Facilities Use Procedures and Fee Schedule Update (Information)**

Presenter: Jim Brittain

Facilities Fee Rate Schedule 2014 - 2015 School Year 9262014.pdf (p. 61)

## **VIII. NEW BUSINESS**

### **1. First Reading of Management Series Policies 6100, 6102, 6111, 6112, 6114, 6120 (Action)**

Presenter: Jim Brittain

First Reading of 6100, etc..pdf (p. 62)

## **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.



## Regular Meeting Minutes

9/24/2014

Steilacoom High School 54 Sentinel Drive Steilacoom, WA

### **I. CALL TO ORDER**

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

Sound Uniserv Representative Jeff Wood led the Pledge of Allegiance.

Superintendent Weight and all directors present.

Director Denning made a motion to approve the agenda; Director Pierce seconded the motion and the motion passed (5/0).

### **II. COMMENTS FROM THE AUDIENCE**

- Tanya Rontos, SEA President, seeking endorsement of Initiative 1351, Washington Class Size Reduction Measure on the November 4, 2014 ballot.

Chair Scott recognized Penny Coffey, DuPont City Council Member, in attendance.

### **III. PRESENTATION - Student Enrollment Projections**

Rick Miller, Calm River Demographics, gave a visual presentation on current student demographics and growth projection looking at the history of student enrollment and residential building in the school district boundaries.

Chari Scott recognized Antoinette Walker, JBLM Schools Liaison, in attendance.

### **IV. PRESENTATION - Steilacoom High Accreditation**

Principals Deb Hay and the Accreditation Team of Royce Albert, Mike Miller, Sara Graves and Wally Mitchell celebrated the journey of the accreditation process and the approval by the Association of Educational Service Districts. Principal Hay noted the school improvement and strategic planning components which can be seen on the Accreditation channel of the SHS website.

### **V. PRESENTATION - State Assessments**

Executive Director Paul Harvey and Assessment Coordinator Susan Greer presented 2013-14 school year state assessment data, trends and future priorities.

## **VI. APPROVAL OF MINUTES**

Director Pierce made a motion to approve the minutes of the 9.10.14 regular school board meeting; Director Forbes seconded the motion and the motion passed (5/0).

## **VII. CONSENT AGENDA**

Director Forbes made a motion to approve the Consent Agenda which included Accounts Payable, attached personnel reports, surplus, donation and field trip; Director Denning seconded the motion and the motion passed (5/0).

## **VIII. OLD BUSINESS**

### **a. Second Reading of Management Support Series Policies 6010, 6012, 6240, 6803, 6921, 6923 and 6957**

Director Denning made a motion to approve the deletion of Management Series Policies 6010, 6012, 6240, 6803, 6921, 6923 and 6957; Director Pierce seconded the motion and the motion passed (5/0).

### **b. Second Reading of Management Support Series Policies 6000, 6020 and 6021**

Director Pierce made a motion to approve revisions to Management Series Policies 6000, 6020 and 6012; Director Denning second the motion and the motion passed (5/0).

### **c. Facilities Use Review**

Chair Scott noted that discussion of the current facility use policies and procedures took place in Study Session. Adjustments may need to be made in the operational procedures.

## **IX. NEW BUSINESS**

### **a. First Reading of Management Series Policies 6022, 6033 and 6040**

Director Denning made a motion to move Management Series Policies 6022, 6033 and 6040 to a second reading; Director Forbes seconded the motion and the motion passed (5/0).

### **b. First Reading of Policies 2004 Accountability Goals and 2005 School Improvement Plans**

Director Denning made a motion to move Policy 2004 Accountability Goals and Policy 2005 School Improvement Plans to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

## **X. COMMENTS FROM THE AUDIENCE**

No comments.

## **XI. BOARD COMMUNICATION**

No communications.

**XII. ANNOUNCEMENTS**

- Director Pierce announced two WATCH D.O.G.S. (Dads of Great Students) startup events. October 3, 7:30 pm, at Chloe Clark Elementary and October 7, 6:30 pm, at Saltar’s Point Elementary.
- Director Forbes announced that the SHS Girls Swim/Dive Team has a 5-0 record and the next meet is tomorrow at 3:30 pm at the Clover Park High School pool.
- Director Denning attended the Legislative Assembly last weekend and will report next meeting.
- Superintendent Weight reported that the four Strategic Plan forums were well attended and provided important feedback for the executive team to plan goals.
- Reminder of the October 14 and October 21 Community Awareness Training events.

**XIII. ADJOURNMENT**

Director Forbes made a motion to adjourn the meeting at 8:18 pm; Director Pierce 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:                      October 8, 2014**

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, CFE, Executive Director of Finance and Operations**

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

FUND NAME	WARRANTS (INCLUSIVE)			AMOUNT
<b>GENERAL FUND:</b>				
<u>Date</u>				
September 30, 2014	Payroll	800559	to 800567	\$ 23,287.59
September 30, 2014	Payroll A/P	115507	to 115532	\$ 554,047.89
September 30, 2014	Payroll Taxes			\$ 379,192.08
September 30, 2014	Direct Deposit			\$ 982,503.90
September 23, 2014	Accounts Payable	115456	to 115457	\$ 139.25
September 23, 2014	Accounts Payable	115458	to 115466	\$ 719.89
September 23, 2014	Accounts Payable	115467	to 115495	\$ 45,223.07
September 24, 2014	Accounts Payable	115496	to 115496	\$ 975.38
September 24, 2014	Accounts Payable	115497	to 115506	\$ 104,947.52
October 2, 2014	Accounts Payable	115533	to 115537	\$ 32,446.73
October 2, 2014	Accounts Payable	115538	to 115586	\$ 128,449.97
October 2, 2014	Mastercard Corp	115587	to 115587	\$ 33,824.59
<b>TOTAL GENERAL FUND:</b>				<b>\$ 2,251,933.27</b>

<b>CAPITAL PROJECTS FUND:</b>				
October 2, 2014	Accounts Payable	200224	to 200226	\$ 29,350.67
				\$
<b>TOTAL CAPITAL PROJECTS FUND:</b>				<b>\$ 29,350.67</b>

<b>ASSOCIATED STUDENT BODY FUND:</b>				
September 23, 2014	Accounts Payable	401905	to 401911	\$ 190.00
September 24, 2014	Accounts Payable	401912	to 401912	\$ 20.49
October 2, 2014	Accounts Payable	401913	to 401918	\$ 20,415.70
October 2, 2014	Mastercard Corp	401919	to 401919	\$ 709.05
October 2, 2014	Mastercard Corp	401920	to 401920	\$ 825.28
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>				<b>\$ 20,626.19</b>

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

**Board of Directors of Steilacoom Historical School District No. 1**

\_\_\_\_\_, 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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$139.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115456 through 115457, totaling \$139.25

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
115456	ADAMS, CRISTEL	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	6.10	6.10
115457	THORNTON, DARLENE	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	133.15	133.15
				2 Computer	Check(s) For a Total of		139.25

	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	139.25
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	139.25
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	139.25

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As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$719.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115458 through 115466, totaling \$719.89

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115458	ADLER, KATHERINE	09/23/2014	PEER MODEL REFU	PEER MODEL REFUND W/D 9/9/2014	0	160.00	160.00
115459	ASETRE, PHILLIP YOUNG	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	52.65	52.65
115460	ELKINS, CALVIN	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	57.50	57.50
115461	LEAR, JOIE	09/23/2014	LUNCH REFUND	LUNCH REFUND FOR J. LEAR	0	245.00	245.00
115462	MOURA, ANA L	09/23/2014	GEN FUND REFUND	REFUND FOR GEN. FUND ITEMS DUE TO W/D J. MOURA	0	26.00	26.00
115463	OLSON, CATHY	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	108.65	108.65
115464	PETERS, ANNA	09/23/2014	BOOK REFUND	REFUND FOR LOST BOOK PAYMENT - LITTLE PINK PUP 330957	0	15.00	15.00
115465	PRUDENCIO, WENDY	09/23/2014	FOOD SERVICE REFUND	FOOD SERVICE REFUND	0	23.45	23.45
115466	SUMMERS, BRINDLE	09/23/2014	LOST BOOK REFUND	REFUND FOR LOST BOOK PAYMENT	0	31.64	31.64
				9 Computer	Check(s) For a Total of		719.89

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	9	Computer	Checks For a Total of	719.89
Total For	9	Manual, Wire Tran, ACH & Computer	Checks	719.89
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	719.89

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As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$45,223.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115467 through 115495, totaling \$45,223.07

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
115467	ACTION PUBLISHING INC	09/23/2014	90970	ACTION PUBLISHING PLANNERS AND DIE CHARGE	4311415012	3,268.14	3,268.14
115468	CARTRIDGE WORLD	09/23/2014	34150	OPEN P.O. FOR TONER CARTRIDGES FOR PRINTER	2371415011	122.51	122.51
115469	CENTURYLINK	09/23/2014	300496944	DISTRICT WIDE PHONE SERVICES FOR THE 14/15 SCHOOL YEAR - DO NOT FAX	81415007	316.17	316.17
115470	CEREBELLUM CORP	09/23/2014	163641 163713	lowe/science lowe/science	2371415017 2371415017	92.92 39.96	132.88
115471	CONSOLIDATED ELECTRICAL DIST	09/23/2014	8541-774063	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	370.14	370.14
115472	GRAINGER	09/23/2014	9530868596 9532131282 9532862050	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415016 101415016 101415016	514.32 98.96 417.91	1,031.19
115473	HUMANUS CORPORATION	09/23/2014	2014-1771 2014-1793	Jonathan Golle, Contracted Psychologist position. Jonathan Golle, Contracted	91415002 91415002	3,128.00 2,368.00	5,496.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115474	INTEGRATED REGISTER SYSTEM INC	09/23/2014	IN011922	Psychologist position. IT RECEIPTING	81415010	722.04	722.04
115475	JTEC EDUCATIONAL CONSULTANTS	09/23/2014	1415-315	HOSTING SERVICE JTEC ADMIN MATCH	81415024	1,100.00	1,100.00
115476	JUNIOR LIBRARY GUILD	09/23/2014	238116	CONSULTING & PROCESSING FEE E LEVEL -EASY	0	369.00	369.00
115477	JW PEPPER	09/23/2014	14547172	READING NEK LEVEL - NONFICTION EARLY ELEMMENTARY			
115478	KING COUNTY DIRECTORS ASSN	09/23/2014	3831731	SHS SHEET MUSIC	4311415011	523.78	523.78
			3831732	FROM JW PEPPER & SONS			
			3834024	byrd/math	2371415013	290.73	523.03
115479	KONE, INC	09/23/2014	221549827	supplies/cart # cart	2371415012	180.23	
				#722821/workroom supplies			
				S.P. KCDA Order	1271415017	52.07	
				for office			
115480	LIDEN TECHNOLOGIES	09/23/2014	14027	OPEN PURCHASE	101415058	483.89	483.89
115481	MCGRAW-HILL SCHOOL EDUCATION	09/23/2014	81687690001	ORDER FOR 2014-2015 FOR ELEVATOR SERVICE			
115482	NASCO	09/23/2014	957587	ANNUAL LICENSE - VALID THROUGH 8/31/2015	0	900.00	900.00
115483	NORTHWEST TEXTBOOK CO	09/23/2014	114-217-512	Title I Triumph Math Materials for Cherrydale -Shawn Munsey. Deliever after August 20 ,2014	271415005	1,032.81	1,032.81
115484	NW TEXTBOOK DEPOSITORY	09/23/2014	114-217-155	SHS NASCO	141415001	703.69	703.69
115485	PACIFIC LUTHERAN UNIVERSITY	09/23/2014	REFERENCE 1245	SUPPLIES FOR JODY SNYDER. PLEASE SEE ATTACHED LIST. for 14/15 SY			
115486	PRATER, SHEILA S	09/23/2014	MILEAGE REIMB	14/15 3rd grade reading workbooks	1461415014	1,510.04	1,510.04
				14/15 1st grade reading workbooks consumables	1461415004	1,329.71	1,329.71
				Deposit for Graduation - DO NOT FAX - Please mail check	4311415019	1,195.00	1,195.00
				MILEAGE	0	91.76	91.76

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				REIMBURSEMENT FOR ESD WORKING SESSIONS - YEAR START AND ENROLLMENT			
115487	PROGRESS PUBLICATIONS	09/23/2014	656887	S.P. Progress Publications - Student Folders	1271415005	357.00	357.00
115488	SCHOOL DATA SOLUTIONS	09/23/2014	100796	HOMEROOM FOR EDUCATORS - ANNUAL SUBSCRIPTION SEPTEMBER 1, 2014 - AUGUST 31, 2015	81415031	11,628.67	11,628.67
115489	SOUND PEST MANAGEMENT	09/23/2014	0000570	OPEN PURCHASE ORDER 2014-2015 FOR PEST CONTROL	101415046	125.81	125.81
115490	SUNBELT STAFFING	09/23/2014	6541916	Jacqueline Diaz, Contracted Psychologist position.	91415003	700.00	3,500.00
			6553441	Jacqueline Diaz, Contracted Psychologist position.	91415003	2,800.00	
115491	TRUSTEED PLANS SERVICE CORP	09/23/2014	0077815-IN	TRUSTEED PLAN SERVICES 14/15	0	3,016.32	3,016.32
115492	WASA	09/23/2014	26353	BASIC EDUPORTAL LEVEL 1 SERVICE	0	287.10	287.10
115493	WASHINGTON DEPT OF CORRECTIONS	09/23/2014	T031027	IMPRINTED APPAREL ITEMS	101415062	260.76	260.76
115494	WEIGHT, KATHLEEN J	09/23/2014	MILEAGE REIMB	INTER-DISTRICT MILEAGE REIMBURSEMENT 8/25/2014 - 9/12/2014	0	116.96	116.96
115495	WITT COMPANY	09/23/2014	365989	OPEN PO FOR WITT COMPANY 14/15 ALL DISTRICT COPIER SERVICE AGREEMENT	81415028	4,708.67	4,708.67
			29	Computer	Check(s) For a Total of		45,223.07

	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
	29	Computer	Checks For a Total of	45,223.07
Total For	29	Manual, Wire Tran, ACH & Computer Checks		45,223.07
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	45,223.07

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$975.38. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115496 through 115496, totaling \$975.38

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
115496	STELACOOM SCHOOL DISTRICT	09/24/2014	CTAX11 20140922AAA	Comp Tax: owed for Cash Account 11 through 09/22/2014	0	975.38	975.38
			1	Computer	Check(s) For a Total of		975.38

	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	975.38
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	975.38
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	975.38

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As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$104,947.52. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115497 through 115506, totaling \$104,947.52

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
115497	ABC SUN CONTROL INC	09/24/2014	16169	ABC SUN CONTROL VINYL SIGN INSTALLATION AT CHERRYDALE	81314183	1,832.45	1,832.45
115498	CHEVRON & TEXACO CARD SERVICES	09/24/2014	42276399	OPEN PO FOR FUEL. DO NOT FAX	81314035	5,947.26	5,947.26
115499	EDNETICS INC	09/24/2014	inv-61391	Wireless Network Install - SHS & CC	111314062	35,725.45	82,083.27
			INV-61392	Wireless Network Install - SHS & CC	111314062	22,115.53	
			inv-61393	Wireless Network Install - SHS & CC	111314062	15,060.48	
			inv-61394	Wireless Network Install - SHS & CC	111314062	3,685.11	
			inv-62698	Wireless Network Install - SHS & CC	111314062	2,349.26	
			inv-62842	Wireless Network Install - SHS & CC	111314062	1,101.66	
			inv-62855	Wireless Network Install - SHS & CC	111314062	2,045.78	
115500	J&I POWER EQUIPMENT INC	09/24/2014	216483	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314023	138.49	174.33
			217210	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314023	35.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115501	LALLEMAND, KRISTA MCCLAIN	09/24/2014	MILEAGE REIMB	MILEAGE REIMBURSEMENT CONFERENCE IN BELLEVUE 6/24/2014-6/27/2014 4 HOMEROOM TRAINING AT FOSS HS	0	147.30	147.30
115502	MASON CREST AN IMPRINT OF NATI	09/24/2014	1091586	BOOK ORDER FOR SALTAR'S POINT	0	252.45	252.45
115503	NORTHWEST CASCADE INC	09/24/2014	1-996554	HONEY BUCKET UNIT RENTAL AND FUEL SURCHARGE	81314182	124.50	124.50
115504	PARKER PAINT	09/24/2014	2611-2	OPEN PURCHASE ORDER 2013-2014 FOR PAINT SUPPLIES	101314038	294.54	294.54
115505	TRANSOURCE	09/24/2014	9329951	DEPOSIT FORMS	0	135.03	135.03
115506	WITT COMPANY	09/24/2014	366995	WITT CO LEASE AGREEMENT FY1314	81314185	13,956.39	13,956.39
				10 Computer	Check(s) For a Total of		104,947.52

	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
	10	Computer	Checks For a Total of	104,947.52
Total For	10	Manual, Wire Tran, ACH & Computer	Checks	104,947.52
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	104,947.52

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$32,446.73. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115533 through 115537, totaling \$32,446.73

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
115533	ANDERSON ISLAND GENERAL STORE	10/02/2014	9832218	FUEL FOR BUS AND CAR ON ANDERSON ISLAND-DO NOT FAX	81314128	1,178.52	1,178.52
115534	CDWG	10/02/2014	PP77907	Replacement laptops one for Sara Graves, one for Counseling Office at SHS	111314061	1,425.50	1,425.50
115535	DIVERSE COATINGS LLC	10/02/2014	1469	CHLOE CLARK DIVERSE COATINGS LLC PROJECT	101314174	21,411.00	21,411.00
115536	SMITH & GREENE COMPANY	10/02/2014	639474	FOOD SERVICE DROP-IN HOTWELL AND SNEEZE GUARD	81314175	6,988.49	7,426.09
			639474-1	FOOD SERVICE DROP-IN HOTWELL AND SNEEZE GUARD ADDITIONAL COSTS-PLUMBING AND COUNTERTOP WORK	81314175	437.60	
115537	VERIZON WIRELESS	10/02/2014	9732274791	OPEN PO FOR PHONE SERVICE - DO NOT FAX	81314055	1,005.62	1,005.62
			5	Computer	Check(s) For a Total of		32,446.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	32,446.73
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	32,446.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	32,446.73

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$128,449.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115538 through 115586, totaling \$128,449.97

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
115538	3 WIRE GROUP INC	10/02/2014	INV2900812	OPEN PURCHASE ORDER 2014-2015 FOR KITCHEN EQUIPMENT REPAIRS	101415054	690.41	690.41
115539	AMERICAN LEGACY PUBLISHING	10/02/2014	144220	American Legacy Publishing	1271415019	320.17	320.17
115540	AMERICAS BATTLE OF THE BOOKS	10/02/2014	ABBA MEMBERSHIP	AMERICA BATTLE OF THE BOOKS MEMBERSHIP FOR DENA SNOW	0	100.00	100.00
115541	ANDERSON ISLAND GENERAL STORE	10/02/2014	9832218-1	FUEL FOR BUS AND CAR ON ANDERSON ISLAND 14/15	81415054	941.94	941.94
115542	CAREER STAFF UNLMTD- SEATTLE	10/02/2014	28427-221029	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	216.00	2,628.00
			28427-221779	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	792.00	
			28427-222456	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	1,620.00	
115543	CENTURYLINK	10/02/2014	1314579108	DISTRICT WIDE PHONE SERVICES FOR THE 14/15 SCHOOL YEAR - DO NOT FAX	81415007	420.60	420.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115544	CERVANTEZ-FOLEY, REBECCA	10/02/2014	200	ORIENTATION AND MOBILITY SERVICES	0	325.00	325.00
115545	CITY TREASURER	10/02/2014	100683154	READERBOARD POWER	0	60.47	60.47
115546	COMCAST	10/02/2014	31694738	OPEN PO FOR DISTRICT WIDE NETWORK	81415009	6,339.03	6,339.03
115547	CONSOLIDATED ELECTRICAL DIST	10/02/2014	8541-774064	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	329.81	329.81
115548	CREATIVE MATHEMATICS	10/02/2014	WS49038	Workshop Registration - Box Cars and One Eyed Jacks, Oct. 7 in Seattle	1461415016	1,050.00	1,050.00
115549	DEPARTMENT OF LICENSING	10/02/2014	TYPE 2 LICENSE	TYPE 2 DRIVER'S LICENSE REPORTS	101415066	234.00	234.00
115550	ESD 113	10/02/2014	0000026305	CRISC SERVICES FOR FY1415 OPEN PO	81415056	11,621.80	11,621.80
115551	FOLLETT SCHOOL SOLUTIONS	10/02/2014	1705737A	FOLLETT SCHOOL SOLUTIONS TEXTBOOKS	81415021	67.26	67.26
115552	GARVIN, ANNA MARIE	10/02/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT 9/2/2014-9/24/2014	0	67.40	67.40
115553	GENERAL ELECTRIC CAPITAL CORP	10/02/2014	61373097	GE CAPITAL CORP OPEN PO FOR PIONEER MIDDLE SCHOOL COPIER	81415064	743.10	1,973.85
			61377772	GE CAPITAL CORP OPEN PO FOR SHS COPIER	81415063	695.78	
			61386615	GE CAPITAL CORP OPEN PO FOR SALTAR'S COPIER	81415065	534.97	
115554	GRAINGER	10/02/2014	9536936306	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415016	245.63	487.41
			9540599934	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415016	241.78	
115555	HERITAGE FOOD SERVICE GROUP	10/02/2014	0002755344-in	OPEN PURCHASE ORDER 2014-2015 FOR KITCHEN PARTS & SUPPLIES	101415018	66.15	66.15
115556	HOME DEPOT	10/02/2014	74218	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415021	363.74	363.74

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115557	HUMANUS CORPORATION	10/02/2014	2014-1819	Jonathan Golle, Contracted Psychologist position.	91415002	2,960.00	5,920.00
			2014-1836	Jonathan Golle, Contracted Psychologist position.	91415002	2,960.00	
115558	JOHNSTONE SUPPLY	10/02/2014	11-S100151467.001	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415024	268.71	268.71
115559	KING COUNTY DIRECTORS ASSN	10/02/2014	3836090	KCDA - Teacher supplies	1271415009	31.05	2,180.81
			3836091	S.P. KCDA orders for Art/Technology Classroom	1271415015	157.02	
			3836092	KCDA order for Classroom Emergency Backpacks	1271415021	89.13	
			3836093	workroom supplies/cart #706142	2371415015	444.95	
			3836094	KCDA Order	1271415018	1,090.35	
			3836095	S.P. KCDA Order for office	1271415017	132.14	
			3836096	S.P. KCDA orders for Art/Technology Classroom	1271415015	115.53	
			3836310	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415025	88.56	
			3836311	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415025	32.08	
115560	LABORATORIES, COASTWIDE	10/02/2014	t2694352-2	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	83.94	17,298.68
			t2696491	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	31.18	
			t2698277	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	70.64	
			t2699692	OPEN PURCHASE	101415011	1,670.34	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			t2699692-1	OPEN PURCHASE	101415011	72.77	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			t2699692-2	OPEN PURCHASE	101415011	101.68	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			t2701587	OPEN PURCHASE	101415011	853.79	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			t2702817	OPEN PURCHASE	101415011	1,175.95	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			w2694777-1	OPEN PURCHASE	101415011	869.51	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			w2694777-2	OPEN PURCHASE	101415011	9,722.71	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			w2698778	OPEN PURCHASE	101415011	232.58	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
			w294777-3	OPEN PURCHASE	101415011	2,413.59	
				ORDER 2014-2015 FOR CUSTODIAL SUPPLIES			
115561	LOWES	10/02/2014	9900 195933 9	OPEN PURCHASE	101415031	977.84	977.84
				ORDER 2014/2015 FOR SUPPLIES			
115562	MAILFINANCE	10/02/2014	H4875419	MAIL FINANCE FY	81415053	607.18	607.18
				1415 OPEN PO			
115563	MICHAEL J MCCORMICK FAICF	10/02/2014	STUDENT ANALYSIS	2014 STELLACOOM	81415061	2,960.00	2,960.00
				SCHOOL DISTRICT STUDENT GENERATION RATE ANALYSIS			
115564	NORTHWEST CASCADE INC	10/02/2014	21357	HONEY BUCKET	81415060	124.50	124.50
				RENTAL 9/15/2014-10/14/20 14			
115565	NORTHWEST TEXTBOOK DEPOSITORY	10/02/2014	146690	BIG IDEAS MATH	271415007	3,720.04	3,720.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115566	PORTER FOSTER RORICK LLP	10/02/2014	LEGAL SERVICES	ALGEBRA TEXTBOOKS OPEN PO FOR LEGAL SERVICES FY1415 WITH PORTER FOSTER RORRICK LLP	81415034	6,500.00	6,500.00
115567	PUGET SOUND ENERGY	10/02/2014	200018787412	OPEN PO FOR GAS AND ELECTRICITY	81415040	2,253.53	2,292.03
			200022057323	OPEN PO FOR GAS AND ELECTRICITY	81415040	38.50	
115568	RSD	10/02/2014	26155700-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	88.39	1,462.56
			26155763-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	64.32	
			26155763-01	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	255.94	
			26155815-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	751.53	
			26155984-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	46.16	
			26156425-00	OPEN PURCHASE ORDER 2014-2015 FOR REFRIGERATION PARTS	101415041	256.22	
115569	SCHOOL SPECIALTY	10/02/2014	208113372982	School Specialty order for Classroom Emergency Backpacks	1271415022	264.85	264.85
115570	SECURE PACIFIC	10/02/2014	28034	MONITORING SERVICES FOR STEILACOOM DISTRICT	101415001	172.31	430.78
			28035	MONITORING SERVICES FOR STEILACOOM DISTRICT	101415001	114.88	
			28059	MONITORING SERVICES FOR STEILACOOM	101415001	143.59	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115571	SHELL	10/02/2014	0000000065169526409	DISTRICT 16.95 GAL. OF UNLEADED FUEL	0	64.43	64.43
115572	STEILACOOM CHAMBER OF COMMERCE	10/02/2014	935	ANNUAL MEMBERSHIP DUES FOR STOREFRONT BUSINESS	0	80.00	80.00
115573	SUNBELT STAFFING	10/02/2014	6568438	Jacqueline Diaz, Contracted Psychologist position.	91415003	2,240.00	7,840.00
			6580999	Jacqueline Diaz, Contracted Psychologist position.	91415003	2,800.00	
			6593506	Jacqueline Diaz, Contracted Psychologist position.	91415003	2,800.00	
115574	TOWN OF STEILACOOM	10/02/2014	01-00722.0	OPEN PO FOR UTILITIES FOR STEILACOOM. DO NOT FAX	81415043	133.44	16,671.27
			01-00727.0	OPEN PO FOR UTILITIES FOR STEILACOOM. DO NOT FAX	81415043	1,779.32	
			01-007520.0	TOWN OF STEILACOOM FY 1415 ELECTRICITY	81415043	1,301.82	
			04-00360.0.	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81415043	728.18	
			04-00361.0	OPEN PO FOR UTILITIES FOR STEILACOOM. DO NOT FAX	81415043	968.65	
			04-01690.1	OPEN PO FOR UTILITIES FOR STEILACOOM. DO NOT FAX	81415043	142.02	
			04-01692.0	OPEN PO FOR UTILITIES FOR STEILACOOM. DO NOT FAX	81415043	128.37	
			05-00010.0	OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	306.18	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			05-00020.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	1,164.99	
			05-00025.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	268.32	
			05-00030.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	62.38	
			05-00040.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	94.03	
			08-01800.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	138.37	
			08-01805.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	151.92	
			08-01810.0	NOT FAX OPEN PO FOR UTILITIES FOR STEILACOOM. DO	81415043	9,303.28	
115575	TRANE COMMERCIAL SYSTEMS	10/02/2014	9+834490R1	NOT FAX OPEN PURCHASE ORDER 2014-2015 FOR HVAC PARTS & SERVICE	101415051	389.48	1,833.42
			9782394R1	OPEN PURCHASE ORDER 2014-2015 FOR HVAC PARTS & SERVICE	101415051	413.86	
			980242R1	OPEN PURCHASE ORDER 2014-2015 FOR HVAC PARTS & SERVICE	101415051	32.77	
			9834512R1	OPEN PURCHASE ORDER 2014-2015 FOR HVAC PARTS & SERVICE	101415051	997.31	
115576	TRUSTEED PLANS SERVICE CORP	10/02/2014	0077916-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	5,201.97	13,432.27
			0078020-in	TRUSTEED PLANS SERVICE CORP SVCS	81415050	8,230.30	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
115577	TUFF SHED INC	10/02/2014	1054428	FY 1415 OPEN PO Preschool SpEd shed	1461415012	1,191.20	1,191.20
115578	US BANK EQUIP. FINANCE/US BANK	10/02/2014	261715999	US BANK EQUIPMENT FINANCE FY1415 OPEN PO FOR RISOGRAPH COPIERS AT CHLOE, SALTAR'S, AND SHS - DO NOT FAX	81415058	1,058.94	1,058.94
115579	WASA	10/02/2014	353041404	WA STATE EDUPORTAL SEP14-AUG15 LEVEL TWO SUBSCRIPTION	81415042	500.00	500.00
115580	WASBO	10/02/2014	200000585	Registration for WASBO Pay/Pers Fall Conference, for Beverly and Kathy	81415072	375.00	375.00
115581	WELLS FARGO FINAN LEASING INC	10/02/2014	5001477405	WELLS FARGO FINANCE LEASE OPEN PO FOR CHLOE CLARK, ANDERSON ISLAND, AND PIONEER	81415075	764.72	1,549.73
			603-0012327-000	WELLS FARGO FINANCE LEASE OPEN PO FOR PIONEER NURSE'S OFFICE COPIER	81415073	173.00	
			603-0040399	WELLS FARGO FINANCE LEASE OPEN PO FOR CHERRYDALE COPIER	81415074	612.01	
115582	WITT COMPANY	10/02/2014	366529	OPEN PO FOR WITT COMPANY 14/15 ALL DISTRICT COPIER SERVICE AGREEMENT	81415028	4,708.67	4,708.67
115583	WSIPC	10/02/2014	0000363466	WSIPC ANNUAL RECURRING LICENSE FEE AND TAX	81415033	4,270.02	4,270.02
115584	WSPRA	10/02/2014	WSPRA MEMBERSHIP	2014/2015 WSPRA MEMBERSHIP DUES FOR CELESTE JOHNSTON	0	60.00	60.00
115585	WSSDA	10/02/2014	47020	2014 LEGISLATIVE ASSEMBLY-DENNING	0	220.00	220.00
115586	ZAPS LEARNING COMPANY	10/02/2014	4146	SHS ZAPS PSAT/SAT SEMINAR FOR JODY SNYDER	141415000	1,500.00	1,500.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				49 Computer	Check(s) For a Total of		128,449.97

	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
	49	Computer	Checks For a Total of	128,449.97
Total For	49	Manual, Wire Tran, ACH & Computer	Checks	128,449.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	128,449.97

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$33,824.59. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 115587 through 115587, totaling \$33,824.59

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

Check Nbr	Vendor Name Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
<b>115587</b>	<b>MASTERCARD CORP. CLIENTS PAYME</b>	<b>10/02/2014</b>		<b>CREDIT CARD PAYMENT CHECK</b>			<b>33,824.59</b>
	ACE HARDWARE		CC10101400001	Credit Card Payment AP Invoice.	0	3.82	
	ALBERTSONS		CC10101400004	Credit Card Payment AP Invoice.	0	204.08	
	AMAZON MARKETPLACE		CC10101400008	Credit Card Payment AP Invoice.	0	353.40	
	AMAZON MARKETPLACE		CC10101400012	Credit Card Payment AP Invoice.	0	16.41	
	AMAZON.COM		CC10101400022	Credit Card Payment AP Invoice.	0	913.50	
	AMAZON.COM		CC10101400027	Credit Card Payment AP Invoice.	141415006	3,294.00	
	AMAZON.COM		CC10101400029	Credit Card Payment AP Invoice.	0	273.62	
	AMAZON.COM		CC10101400030	Credit Card Payment AP Invoice.	0	12.57	
	CASH N CARRY - PCARD		CC10101400041	Credit Card Payment AP Invoice.	0	170.08	
	CDW-G, INC.		CC10101400031	Credit Card Payment AP Invoice.	0	374.96	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	COLLEGE BOARD PUBLICATIONS		CC10101400020	Credit Card Payment AP Invoice.	0	73.30	
	COSTCO		CC10101400038	Credit Card Payment AP Invoice.	0	416.87	
	COSTCO BUS CENTER - PCARD		CC10101400006	Credit Card Payment AP Invoice.	0	284.52	
	CREATIVE MATHEMATICS		CC10101400009	Credit Card Payment AP Invoice.	0	28.00	
	DICK BLICK ART MATERIALS		CC10101400028	Credit Card Payment AP Invoice.	0	370.94	
	DOLLAR TREE - PCARD		CC10101400024	Credit Card Payment AP Invoice.	0	70.01	
	EVENT BRITE INC - PCARD		CC10101400044	Credit Card Payment AP Invoice.	0	168.00	
	EVERGREEN PRINTING - PCARD		CC10101400048	Credit Card Payment AP Invoice.	0	351.84	
	FLINN SCIENTIFIC		CC10101400046	Credit Card Payment AP Invoice.	0	277.92	
	FRED MEYER		CC10101400017	Credit Card Payment AP Invoice.	0	139.92	
	FREY SCIENTIFIC		CC10101400045	Credit Card Payment AP Invoice.	0	40.48	
	GILCHRIST CHEVROLET INC		CC10101400050	Credit Card Payment AP Invoice.	0	165.56	
	HOME DEPOT		CC10101400015	Credit Card Payment AP Invoice.	0	762.47	
	KING COUNTY DIRECTORS ASSN		CC10101400010	Credit Card Payment AP Invoice.	0	1,850.21	
	LAKWOOD SHUR KLEENN - PCARD		CC10101400054	Credit Card Payment AP Invoice.	0	52.00	
	LOWES		CC10101400053	Credit Card Payment AP Invoice.	0	272.01	
	LOWES		CC10101400011	Credit Card	0	117.39	

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

As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$29,350.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:  
Warrant Numbers 200224 through 200226, totaling \$29,350.67

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
200224	FLOHAWKS	10/02/2014	I0025267	SEWER LINE REPAIR - NW CORNER OF BUILDING TO MANHOLE IN GALLOWAY STREET	2001314033	23,224.53	23,224.53
200225	K & L GATES	10/02/2014	2992229	REVIEW CHAMBERS BAY LLC PURCHASE AND SALES AGREEMENT	2001314040	1,393.50	1,393.50
200226	NORTHWEST CASCADE INC	10/02/2014	I0025264	NORTHWEST CASCADE INC PROJECTS THROUGH 8/31/14	2001314039	4,732.64	4,732.64
				3 Computer	Check(s) For a Total of		29,350.67

	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
	3	Computer	Checks For a Total of	29,350.67
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	29,350.67
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	29,350.67

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$190.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 401905 through 401911, totaling \$190.00

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
401905	DEAKIN, MATTHEW	09/23/2014	NHS REFUND	NHS REFUND WAS CHARGED 1ST YEAR PRICE	0	5.00	5.00
401906	FAITALA, DONNY	09/23/2014	T-SHIRT REFUND	REFUND FOR BAND T-SHIRT J. FAITALA	0	15.00	15.00
401907	GRAVES, SARA COLLEEN	09/23/2014	KAYAK TRIP REFUND	KAYAKING TRIP REFUND S. GRAVES	0	25.00	25.00
401908	LOPEZ, AMBER	09/23/2014	PARKING REFUND	PARKING REFUND - RUNNING START	0	30.00	30.00
401909	MOURA, ANA L	09/23/2014	ASB ITEMS REFUNDED	REFUND FOR ASB ITEMS DUE TO W/D J. MOURA	0	70.00	70.00
401910	PEIFFER, ANGELA	09/23/2014	PARKING REFUND	PARKING REFUND - RUNNING START K. PEIFFER-CONLEY	0	40.00	40.00
401911	STILLS, VERONICA	09/23/2014	DANCE REFUND	BLACKLIGHT DANCE REFUND T. DUNLAP	0	5.00	5.00
				7 Computer	Check(s) For a Total of		190.00

	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
	7	Computer	Checks For a Total of	190.00
Total For	7	Manual, Wire Tran, ACH & Computer	Checks	190.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	190.00

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$20.49. The payments are further identified in this document.

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

Warrant Numbers 401912 through 401912, totaling \$20.49

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
401912	STEILACOOM SCHOOL DISTRICT	09/24/2014	CTAX41 20140922AAA	Comp Tax owed for Cash Account 41 through 09/22/2014	0	20.49	20.49
			1	Computer	Check(s) For a Total of		20.49

	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	20.49
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	20.49
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	20.49

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 October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$20,415.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 401913 through 401918, totaling \$20,415.70

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401913	CASCADE BAGEL & DELI, INC	10/02/2014	133041	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	32.70	230.40
			133042	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	32.70	
			133043	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	32.70	
			133094	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	32.70	
			133095	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	32.70	
			133122	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	17.10	
			133142	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	24.90	
			133179	SHS STUDENT STORE FY1415 OPEN PO FOR CASCADE BAGEL	4061415015	24.90	
401914	COSTCO	10/02/2014	259074949	OPEN PO FOR STUDENT STORE COSTCO FY1415 EXPENDITURE	4061415019	274.58	615.96
			259099180	OPEN PO FOR STUDENT STORE COSTCO FY1415 EXPENDITURE	4061415019	341.38	
401915	ISLAND OASIS	10/02/2014	STHS 013	SHS STUDENT STORE	4061415014	532.00	532.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401916	RIDDELL	10/02/2014	60232504	OPEN PO FOR FY1415 ISLAND OASIS EXPENDITURE FOOTBALL HELMET	4061415009	10,038.67	13,989.65
			60257226	Youth Helmets	4051415004	2,923.41	
			97030666	Helmet Rack and shoulder pad rack	4051415001	1,027.57	
401917	STEILACOOM SCHOOL DISTRICT	10/02/2014	1319	CHERRYDALE ASB TO REIMBURSE FOOD SERVICE FOR NEW STUDENT BREAKFAST	0	12.00	12.00
401918	STEWART SIGNS	10/02/2014	128602	DO NOT FAX: WE HAVE ORDERED AT CD CHERRYDALE SIGNAGE: 4ft x 6 ft; 6 inch letters with storage case electrical light installed freight and self-installation kit included	4031415000	5,035.69	5,035.69
				6 Computer	Check(s) For a Total of		20,415.70

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	6	Computer	Checks For a Total of	20,415.70
Total For	6	Manual, Wire Tran, ACH & Computer	Checks	20,415.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	20,415.70

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

As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$709.05. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 401919 through 401919, totaling \$709.05

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

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

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
<b>401919</b>	<b>MASTERCARD CORP. CLIENTS PAYME</b>	<b>10/02/2014</b>		<b>CREDIT CARD PAYMENT CHECK</b>			<b>709.05</b>
	MASTERCARD CORP. CLIENTS PAYME		CC4021400002	Credit Card Payment AP Invoice.	0	95.00	
	ORIENTAL TRADING CO		CC4021400003	Credit Card Payment AP Invoice.	4061415024	392.11	
	PANERA BREAD - PCARD		CC4021400000	Credit Card Payment AP Invoice.	0	75.21	
	SITELINES - PCARD		CC4021400001	Credit Card Payment AP Invoice.	0	64.60	
	SPORTS AUTHORITY - PCARD		CC4021400004	Credit Card	0	82.13	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice			Payment AP Invoice.			
1				Computer	Check(s) For a Total of		709.05

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	709.05
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	709.05
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	709.05

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

As of October 8, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$825.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 401920 through 401920, totaling \$825.28

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

Check Nbr	Vendor Name Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
<b>401920</b>	<b>MASTERCARD CORP. CLIENTS PAYME</b>	<b>10/02/2014</b>		<b>CREDIT CARD PAYMENT CHECK</b>			<b>825.28</b>
	ALBERTSONS		CC40101400003	Credit Card Payment AP Invoice.	0	85.00	
	FEDEX -PCARD		CC40101400001	Credit Card Payment AP Invoice.	0	133.06	
	MASTERCARD CORP. CLIENTS PAYME		CC40101400000	Credit Card Payment AP Invoice.	0	431.62	
	NASSP MOTO		CC40101400004	Credit Card Payment AP Invoice.	0	85.00	
	OFFICE MAX		CC40101400002	Credit Card Payment AP Invoice.	0	90.60	
			1	Computer	Check(s) For a Total of		825.28

	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	825.28
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	825.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	825.28

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

<b>Personnel Report 10-8-14</b>				
<b>Name</b>	<b>Action</b>	<b>Location</b>	<b>Effective Date</b>	<b>Stipend Amount</b>
Merritt Linda	Leadership	Saltar's Point	10/2/2014	800.00
Reger Jennifer	Leadership	Saltar's Point	10/2/2014	800.00
Palacios Linda	Leadership	Saltar's Point	10/2/2014	800.00
Martin Kylie	Leadership	Saltar's Point	10/2/2014	800.00
Hoedeman Michelle	Leadership	Saltar's Point	10/2/2014	800.00
Reynolds Taylor	Leadership	Saltar's Point	1/8/2015	400.00
Reynolds Taylor	Intermediate Music Director	Saltar's Point	9/2/2014	2,400.00
Gonglewski Carol	Leadership	Saltar's Point	10/2/2014	400.00
Ford John	Head Coach Girls Golf	High School	8/25/2014	4,051.00
Clark Michael	Head Coach Boys Golf	High School	8/25/2014	4,051.00

Steilacoom Historical School District No. 1  
Classified Personnel Report

<b>Personnel Report 10-8-14</b>						
<b>Name</b>	<b>Position</b>	<b>Hours</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
Creger-Zier Marki	Para Educator	6.5	High School	10/9/2014	New Hire	Temporary
Hilton Mary	Para Educator	7.5	Anderson Island	10/9/2014	New Hire	
Whorley Ashley	Para Educator	6.5	Chloe Clark	10/9/2014	New Hire	Temporary

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: October 8, 2014

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

**ISSUE:**  X  **ACTION Second Reading of Board Policies: 6022, 6030 and 6040**  
  **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 6022 – Minimum Fund Balance

- Change in title and deletion of unnecessary information regarding different funds that are addressed in other policies.

Policy 6030 – Financial Reports

- Minor wording edits
- Addition of "Public Records Transparency"

Policy 6040- Expenditures in Excess of Budget

- Minor wording edits

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to adopt Policy 6022, 6030, and 6040.

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

## MINIMUM FUND BALANCE

The Steilacoom Historical School District Board of Directors recognizes the importance of maintaining a prudent fund balance in the general fund to ensure operational cash flow needs are met, to set aside resources for known obligations and to help protect against unforeseen circumstances. Accordingly, the district adopts this policy in regards to those portions of fund balance that are in spendable form but are not legally restricted as to their use from outside sources.

Annually, the superintendent or designee will present a general fund budget that includes a commitment of at least 6% percent of the prior year's expenditures towards a minimum fund balance.

Cross References:                   6040 - Expenditures in Excess of Budget  
  
  6020 - System of Funds and Accounts

Legal Reference:           RCW 28A.320.070   School District as Self-Insured—Authority  
                                  28A.505             School Districts Budgets  
                                  28A.505.130       Budget – Requirements for Balancing Estimated  
  Expenditures

**Adoption Date: 1.26.11**  
**School District Name: Steilacoom Historical School District**  
**Revised: 10.8.14**

## FINANCIAL REPORTS

### Monthly Report

The business office will prepare a monthly budget status report of the following funds:

- A. General Fund (GF);
- B. Capital Projects Fund (CPF);
- C. Debt Service Fund (DSF);
- D. Associated Student Body Fund (ASB Fund); and
- E. Transportation Vehicle Fund (TVF).

A "statement of financial condition" will be submitted to the board each month. The superintendent will reconcile ending net cash and investments, revenues and expenditures reported by the county treasurer with the district records for all funds. As part of the budget status report, the superintendent will provide each director with a brief written explanation of any significant deviation in revenue and/or expenditure projections that may affect the financial status of the district.

### Annual Financial And Statistical Report

At the close of each fiscal year, the superintendent, as board secretary, will submit to the board an annual financial statistical report. The report will include at least a summary of financial operations for the year.

### Public Records Transparency Report

The board recognizes that responding to public record requests pursuant to Chapter 42.52, RCW is one of the district's unique and core essential functions, and that full access to information concerning the conduct of government of every level must be assured as a fundamental and necessary precondition to the sound governance of a free society. Therefore, each month or quarter, the superintendent will submit to the board a Public Records Transparency Report that includes a list of all public records requests received by the district. At its discretion and in an effort to achieve the fullest transparency as to the public records requests it receives and to which it provides responses, the board or superintendent may post the report on its website.

Cross References:                      6020 - System of Funds and Accounts

Legal References:	RCW 28A.150.230	Basic Education Act of 1977 — District school directors as accountable for proper operation of district — Scope — Responsibilities
	28A.400.030(3)	Superintendent's duties
	WAC 392-123-110	Monthly financial statements and reports prepared by school district administrator
	392-123-115	Monthly budget status report
		392-123-120 Statement of

392-123-125 financial condition — Financial  
392-123-132 position of the school district  
Personnel budget status report  
Reconciliation of monthly county  
treasurers' statement to district  
records

Management Resources: 2013 - April Issue  
Public Records Transparency Report Form

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised: 10.8.14**

## EXPENDITURES IN EXCESS OF BUDGET

Total budget expenditures for each fund as adopted in the budget shall constitute the appropriations of the district for the ensuing fiscal year. The board shall be limited in the incurring of expenditures to the grand total of such appropriations.

Board members, administrators or staff who knowingly or negligently violate or participate in a violation of this policy by incurring expenditures in excess of appropriations shall be held civilly liable, jointly and severally, for such expenditures, including consequential damages, for each such violation. If as a result of any civil or criminal action the violation is found to have been done knowingly, such board member, administrator or staff member who is found to have participated in such breach shall immediately forfeit his/her office or employment.

In the event of an emergency requiring expenditures in excess of the budget, the board may adopt a resolution which states the conditions constituting the emergency and the amount of the appropriation necessary to correct the situation. At any other time that the budget is to be increased by making an additional appropriation, the board, after proper notice, shall adopt a resolution stating the facts and the amount of appropriation necessary to correct the situation. Any person may appear at the meeting at which the appropriation resolution is to be voted on and may be heard for or against the adoption. Passage of the resolution requires a majority vote of all members of the board.

Legal References:	RCW 28A.225.250	Cooperative programs among school districts — Rules
	28A.505.150	Budgeted expenditures as appropriations — Interim expenditures — Transfer between budget classes — Liability for non-budgeted expenditures
	28A.505.170	First class school districts — Emergency or additional appropriation resolutions — Procedure
	WAC 392-123-071	Budget extension — First class district
	WAC 392-123-072	Budget extension — Second class district

**Adoption Date: 2.27.08**

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

**Revised: 10.8.14**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: October 8, 2014

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

**ISSUE:**  X  **ACTION**  Second Reading of Board Policies 2004 and 2005  
 INFORMATION

**BACKGROUND INFORMATION:**

As part of the review of the 2000 Instruction Series, the following policies have minor revisions for clarity. All revisions follow WSSDA's model policy language.

2004 Accountability Goals  
2005 School Improvement Plans

**FISCAL IMPLICATIONS:**

None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to adopt policies 2004 and 2005.

**Report prepared by:**

**Paul Harvey, Executive Director of Student Achievement**

## ACCOUNTABILITY GOALS

### A. High School Graduation Rate Goals

The board will annually adopt district-wide graduation goals and direct each high school to annually establish goals, subject to board approval, to increase the percentage of on-time graduates receiving a high school diploma beginning with the class of 2004.

The minimum graduation rate goals through 2013 will be as defined in WAC 180-105-060. Graduation rate goals in 2014 and each year thereafter for each group of students, identified in federal requirements, will not be less than 85 percent.

### B. District and School Reading and Mathematics Improvement Goals

The board will adopt district-wide performance improvement goals for reading and mathematics and direct each school in the district that administers the statewide assessment to adopt performance improvement goals to increase the percentage of students meeting the standard in reading and mathematics.

The following goals and calculation methodologies will be established to measure and improve student achievement in reading and mathematics within the grade level bands as measured by the statewide assessment will be administered as required by state and federal law.

1. The baseline of achievement for the district and schools within the grade level bands on the reading and mathematics assessments for each grade are the starting points established using the federal requirements in the Washington State No Child Left Behind (NCLB) Accountability Plan.
2. The goal for the district and for each school is to increase the percentage of students in the following categories that meet or exceed the reading and mathematics improvement goals on the state uniform bar, as established using the federal requirements in the Washington State No Child Left Behind (NCLB) Accountability Plan:
  - a. All Students;
  - b. Students of each major racial and ethnic group;
  - c. Economically disadvantaged students;
  - d. Students served in Special Education; and
  - e. Students served in the state's Transitional Bilingual Instructional Program.
3. The district and all schools will demonstrate satisfactory progress toward the performance improvement goals by meeting the federal requirements or by showing improvements using the alternative "Safe Harbor" calculation.

Once a year the board will issue a report to parents and present it in a public meeting. The report will include the following:

- a. The district's improvement goals;
- b. Student performance relative to the goals; and

- c. District and building plans to achieve the goals, including curriculum and instruction, parent and guardian involvement, and resources available to parents and guardians to assist students in meeting the state standards.

Annually, the district will report the district's progress toward meeting the district and building goals in a news release to local media. The report will also be included in each school's annual school report.

Cross References: 4000 – Public Information

Legal References: RCW 28A.655.100 Performance goals – Reporting requirements  
WAC 180-105-020 Reading and Mathematics Goals  
WAC 180-105-060 High School Graduation Goals

Management Resources:

<i>Policy News</i> , December 2005	Requirements Revised
<i>Policy News</i> , October 2003	A+ Commission's Revised Performance Improvement Goals
<i>Policy News</i> , June 1999	Accountability Bill Includes Policy Implications
<i>Policy News</i> , June 1998	Boards must set reading goals
<i>Policy News</i> , August 1998	CORRECTION: Reading goals policy

**Adoption Date: 2.27.08**

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

**Revised: 10.8.14**

## SCHOOL IMPROVEMENT PLANS

Each school will develop and adopt a school improvement plan or process, with annual review for progress and necessary changes. Each school will submit its plan to the board of directors each year for initial approval and annual review.

Each school improvement plan or process will be data driven and will promote a positive impact on student learning. A positive impact on student learning means promoting the continuous achievement of the state learning goals and essential academic learning requirements, and the achievement of nonacademic growth in areas like public speaking, leadership, interpersonal relationship skills, team work, self-confidence and resiliency. The intent is that students can meet the goals of Washington's basic education system: to become responsible citizens, to contribute to their own economic well-being and that of their families and communities, and to enjoy productive and satisfying lives.

Each school improvement plan or process will be based on a building self-review that includes the active participation and input of building staff, students, parents and community members.

Each school improvement plan or process will address the following elements:

- A. Characteristics of effective schools as identified by the Office of the Superintendent of Public Instruction and the educational service district (a plan may focus on one or several of the characteristics for up to three years);
- B. Safe and supportive learning environments;
- C. Educational equity factors including gender, race, ethnicity, culture, language and physical and mental ability;
- D. Use of technology;
- E. Parent and community involvement; and

F. Other factors identified by the school community for inclusion in the plan or process. Any school participation in a program of school improvement assistance through the state accountability system or the federal Elementary and Secondary Education Act will constitute sufficient compliance with this policy.

Legal References: WAC 180-16-220

Supplemental basic education program  
approval requirements

Management Resources: *Policy News*, October 2002

State Board Requires Annual School  
Plan

**Adoption Date: 2.27.08**

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

**Revision: 10.8.14**



October 6, 2014

Board of Directors  
Steilacoom Historical School District No. 1  
511 Chambers Street  
Steilacoom, WA 98388

Re: Steilacoom Historical School District – Steilacoom High School Classroom Modifications  
Recommendation to Award Contract

Dear Board,

The Bid Opening for the Steilacoom Historical School District No. 1 – Steilacoom High School Classroom Modifications Project occurred on October 3, 2014. A total of five bids were received.

After reviewing the bids and consulting with District administration we recommend awarding the contract to the responsible low bidder, Jones and Roberts Construction Company, based on the base bid amount of \$516,700.00.

We have worked with Jones and Roberts Construction Company on multiple projects over the past several years, including your administration building project with great success. Erickson McGovern highly recommends Jones and Roberts Construction Company for this project.

Sincerely,


A handwritten signature in blue ink that reads "Ray Mow".

Raymond Mow, AIA  
Principal

cc: Kathi Weight, Superintendent  
James Brittain, Executive Director of Finance and Operations

BIDDERS		Jones and Roberts Company 1525 Sandy Lane NE Olympia, WA 98516	Lake Tapps Construction 21401 161st Ave. St. Graham, WA 98338	Lincoln Construction PO Box 730 Spanaway, WA 98387	Westmark Construction 6102 N. 9th St. Suite 400 Tacoma, WA 98406	Stetz Construction P.O. Box 39220 Lakewood, WA 98496
BID BOND		YES	YES	YES	YES	YES
NUMBER OF ADDENDA		1, 2	1, 2	1, 2	1, 2	1, 2
BASE BID		\$516,700.00	\$589,900.00	\$609,253.00	\$662,500.00	\$560,522.00
TRENCH EXCAVATION SAFETY PROVISIONS		\$1.00	\$0.00	\$0.00	\$81.00.00	\$0.00
ALTERNATE BIDS						
A-1	Light Tube Diffusers	\$32,400.00	\$29,700.00	\$37,312.00	\$17,050.00	\$8,192.00
SUBCONTRACTOR LISTING						
HVAC		Capital Heating & Cooling	Phoenix Mechanical	Capital Heating	Sunset Air	Phoenix Mechanical
PLUMBING		Bathroom	Phoenix Mechanical	Bee Mechanical	Bee Mechanical	Phoenix Mechanical
ELECTRICAL		Groff Electric	Metco Electric	Groff Electric	Groff Electric	Gross Electric

THIS IS TO CERTIFY THAT THE ABOVE FIGURES ARE A TRUE AND ACCURATE TABULATION OF BIDS RECEIVED.

Raymond Mow, AIA 

**Steilacoom Historical School District No. 1  
Facility Fee and Rate Schedule  
2014 -2015**

<b>Facility Hourly Rental Fee</b>	<b>Group 1B, 1C, 1D</b>	<b>Group 2</b>	<b>Group 3</b>
Standard Classroom	Custodian Costs	\$15*	\$50*
Library/Specialized/Commons/Large Classroom	Custodian Costs	\$25*	\$60*
Computer Lab/Classroom	Custodian Costs	\$90*	\$125*
Music Classroom	Custodian Costs	\$30*	\$70*
Professional Development Center (PDC)	Custodian Costs	\$50*	\$100*
<b>Elementary Buildings</b>			
Gym/Multi-Purpose Room/Stage	Custodian Costs	\$30*	\$100*
Common/Cafeteria/Stage	Custodian Costs	\$50*	\$125*
<b>Pioneer Middle School</b>			
Baseball & Practice Fields	\$5	\$30*	\$60*
Football & Track	\$15		
Gymnasium	Custodian Costs	\$30*	\$125*
Common/Cafeteria/Stage	Custodian Costs	\$50*	\$125*
Common/Cafeteria/Stage w/Kitchen	Custodian Costs	\$50*	\$125*
<b>Steilacoom High School</b>			
High School Common/Cafeteria	Custodian Costs	\$30*	\$100*
High School Common/Cafeteria w/Kitchen	Custodian/Food Service Costs	\$50*	\$125*
High School Weight Room	Custodian Costs	\$50*	\$70*
High School Auditorium	Custodian Costs	\$35*	\$100*
High School Axially Gym	Custodian Costs	\$40*	\$125*
Gymnasium - Recreational Practices	Custodian Costs	\$35*	\$125*
Gymnasium - Full Facility Games	Custodian Costs	\$50*	\$140*
Stadium (includes scoreboard)	\$60**	\$95*	\$200*
Stadium - w/ scoreboard & lights	\$85**	\$120*	\$250*
Baseball/ Fast Pitch Field (no scoreboard)	\$30	\$50*	\$70*
Baseball/Fast Pitch Field w/Scoreboard	\$40**	\$55*	\$75*
Tennis Courts	\$15	\$50*	\$70*

**EXPLANATION OF CHARGES**

\* - Wages for personnel, specialized equipment, and custodians are in addition to hourly rates, when required.

\*\* - Custodian two hour minimum is included in hourly rate. Any additional custodian time above the two hours will be charged at the \$35.00 per hour or an overtime rate depending on time of usage (refer to Note 1 & 2) . The custodian is responsible for opening, unlocking, locking and closing the facility.

**Custodian Costs:** \$35.00 per hour

**Group 1** - Custodian costs, if after hours , will be charged with a two hour minimum.

**Group 2 and 3** - Custodian costs will be based on actual utilization with a two-hour minimum - \$35.00 per hour.

**Kitchens:** Rental of kitchens requires a food service staff member in attendance - \$25.00 per hour.

**Supervisors:** Building Administrator has the option of assigning a certificated supervisor(s) - professional hourly rate - \$20.00.

**NOTE:**

- Overtime rates are applied to facility use during weekday non-custodian coverage hours and Saturdays.
- Double-time rates are applied on Sundays and District holidays.
- Computer rooms, stadium, and baseball fields require a \$500.00 security deposit (paid in advance by check to the District's Financial Office), which will either be used to recover damage costs or, in the event of no damage, will be returned to the renter at the conclusion of the event.

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: October 8, 2014

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

**ISSUE:**  X  **ACTION First Reading of Board Policies: 6100, 6102, 6111, 6112, 6114, 6120**  
      **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 6100 - Revenues From Local State and Federal Sources

- Removes language around basic education formula for funding
- Adds state grant acceptance language
- Minor wording edits

Policy 6102 – District Fundraising Activities

- Minor wording edits

Policy 6111 – Tuition

- Minor wording edits
- Addition of language around full day kindergarten, summer school and similar educational programs

Policy 6112 – Rental or Lease of District Real Property

- Minor wording edits

Policy 6114 – Gifts

- Minor wording edits
- Adds language regarding gifts to staff

Policy 6120 – Investment of Funds

- Minor wording edit

**FISCAL IMPLICATIONS: None**

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to move **Policy 6100, 6102, 6111, 6112, 6114, 6120 to a second reading.**

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

## REVENUES FROM LOCAL, STATE AND FEDERAL SOURCES

### Revenues From Discretionary Local Taxes

As necessary, the district ~~shall~~will consider the necessity of requesting voter approval of an excess property tax to be collected in the year following voter approval. Such a levy, if any, ~~shall~~will be in that amount permitted by law which the board determines necessary to provide educational services beyond those provided by state appropriations. The board ~~shall~~will solicit advice from staff and patrons prior to establishing the amount and purposes of the special levy request. The special levy being collected ~~will~~shall be presented by program and expenditure in the district's annual descriptive guide for ~~patrons~~community members as required by law.

### Revenues From State Resources

The responsibility for financing public education in Washington falls primarily upon the state. ~~The major financing system is the basic education formula based upon a ratio of students to staff. For each 1,000 full-time equivalent students enrolled in the district, the state shall provide funding for that number of certificated and classified staff which the legislature establishes. The legislature allocates to the district a specified sum of money per certificated staff member to meet non-salary costs.~~ To provide educational services beyond the levels possible under the basic education allocation, the district must depend upon state and federal special purpose funding programs and grants or excess property tax levies approved by district voters.

The state provides special purpose appropriations for programs of transportation, for children with disabilities and for such other programs as it deems appropriate to assist schools.

When the superintendent identifies an optional state grant where in the superintendent's reasonable professional judgment the benefits and advantages from accepting the grant outweigh the costs - the board will receive a report and will formally authorize participation.

~~When it is optional for the district to participate in a program offering financial assistance, the board shall receive detailed analysis from the staff regarding both the advantages to be realized from the program and the additional costs in terms of staff time, impact on existing programs and new obligations that such a program may require. Before authorizing participation in such a program, the board shall first determine that the advantages outweigh the disadvantages and that the program shall not detract from other programs already in operation.~~

### Revenues From The Federal Government

The objective of the board is to provide the best educational services possible within resources available to the district. Federal grants and programs may provide helpful financial resources towards pursuing that objective. When it is optional for the district to participate in a federally funded program, the board shall receive detailed analysis from the staff regarding both the advantages to be realized from the program and the additional costs in terms of staff time, impact on existing programs and new obligations that the program may require. Before authorizing participation in such a program, the board ~~shall~~will first determine that the advantages outweigh the disadvantages and that the program ~~shall~~will not detract from other programs already in operation.

The board agrees to comply with all federal and state requirements that may be a condition to receipt of federal funds including, but not limited to:

- A. Maintenance of fiscal records which show the receipt and disposition of federal funds;

- B. Provision for eligible private school students to participate in programs and/or services designed for the educationally disadvantaged as well as other programs which are supported by ECIA funds;
- ~~C.~~ Provision for testing to identify target students as well as to measure program results; and
- ~~D.~~ Provision for staff and parent involvement, program planning, budget development and program evaluation.

The district agrees to comply with Title 1 requirements pertaining to the implementation of internal controls for travel, contracted services, training, and capital outlay purchases and expenditures.

The district further assures that a district-wide salary schedule is in effect and that the staff ~~are~~ is assigned equitably among schools. Instructional material ~~will~~ shall also be distributed equitably among all schools. The board grants authority to directors and staff to participate in the development of any state and/or federal regulations deemed to be necessary for the implementation of federally-funded programs.

### **Federal Impact Funds (Indian)**

Federal impact funds are provided to the district as a supplement to taxes and other revenue sources. State appropriated funds and local taxes contribute to the development and implementation of a basic education program for all students enrolled in the district. The district gives assurance that tribes and parents of Indian children will be afforded the opportunity to make recommendations regarding the needs of their children and will be involved in the planning and development of the basic education program including those educational programs and services to be provided with P.L. 81-874 funds. Indian students shall have the equal opportunity to participate in the district's program with other students.

Recognizing that the board is the ultimate authority in defining the educational program of the district, the superintendent ~~shall~~ will establish procedures to assure the involvement of the tribe and parents of Indian students in the development of the basic education program including the education services to be provided with P.L. 81-874 funds and the participation of Indian children in the program on an equal basis. The superintendent will provide opportunities for parents and members of the tribal council to suggest if any policy and/or procedure changes as well as program changes are necessary to better serve the needs of the Indian students.

Legal References:	RCW 28A.300.070	Receipt of federal funds for school purposes — Superintendent of public instruction to administer
	28A.150.230	Basic Education Act — District school directors as accountable for proper operation of district — Scope — Responsibilities — Publication of guide
	28A.150.250	Annual basic education allocation of funds according to average FTE student enrollment — Student/ teacher ratio standard
	28A.150.370	Additional programs for which legislative appropriations must or may be made

84.52.00531 Levies by school districts — Maximum dollar amount for maintenance and operation support — Restrictions — Maximum levy percentage — Levy reduction funds — Rules. (Expires Jan. 1, 2008)

~~WAC 392-163 Special Service Program Title I Grants For Improving LEA Basic Programs~~

~~Chapter 180-16 WAC State Support of Public Schools  
Public Law 81-874 Impact Aid~~

~~34 CFR 223 Special Aid Provisions for Local Educational Agencies~~

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



Management Resources: *Policy News*, December 2003 District Fundraising Activities

**Adoption Date: 2.27.08**

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

**Reviewed: 7.08.10**



## RENTAL OR LEASE OF DISTRICT REAL PROPERTY

When district real property is not needed, the board has the authority to call for bids to rent or lease any surplus real property. ~~Notice~~ A notice of the intent to rent or lease property ~~shall~~ will be published in a newspaper of general circulation in the district at least 45 days before the rental or lease takes effect, if the value of the rental or lease is \$10,000.00 or more. The district may establish a minimum acceptable bid based upon the fair market value, provided that such minimum bid is non-discriminatory within classes of users.

Such property shall be rented or leased for lawful purposes. The rental or lease ~~shall~~ will be in the best interests of the district and ~~shall~~ will not interfere with the conduct of the district's educational program and related activities. Proceeds from rental or lease of district property which are in excess of the operational costs incurred for such rental or lease ~~shall~~ will be deposited in the capital projects fund or debt service fund.

At the option of the board of directors, after evaluating the sufficiency of the school district's capital projects fund for purposes of meeting demands for new construction and improvements, moneys derived from the lease or rental of real property may be deposited into the district's general fund to be used exclusively for nonrecurring costs related to operating school facilities, including but not limited to, expenses for maintenance.

Legal References:	RCW 28A.335.040	Surplus school property, rental, lease or use of — Authorized
	28A.335.050	Surplus school property, rental, lease or use of — Joint use
	28A.335.060	Surplus school property, rental lease or use of — Disposition of moneys received for
	28A.335.070	Surplus school property, rental, lease or use of — Existing contracts not impaired
	28A.335.080	Surplus school property, rental, lease or use of — Community use not impaired
	28A.335.090	Conveyance and acquisition of property — Management
	28A.335.130	Real property — Sale — Use of proceeds

**Adoption Date: 2.27.08**

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

**Revised:**

## GIFTS

### Gifts to District:

The board recognizes that individuals and organizations in the community may wish to contribute additional supplies or equipment to enhance or extend the instructional program.

Any gift to the district of real property can be accepted only by board approval. Any gift to the district or to an individual school or department of money, materials or equipment having a value of \$ 5,000 or greater ~~shall~~will be subject to board approval.

In no event ~~shall~~will any commitment be made by a staff member or other individuals in return for any gift to the district or to a school or department without the board's authorization. The board ~~shall~~will not authorize gifts that are inappropriate, which carry with them unsuitable conditions or which ~~shall~~will obligate the district to future expenditures from the general fund which are out of proportion to the value of the gift. All gifts ~~shall~~will become district property and ~~shall~~will be accepted without obligation relative to use and/or disposal.

The superintendent shall establish criteria to be met in the acceptance of gifts to the district.

### Gifts to Staff:

The board recognizes that students and/or parents may wish to express their appreciation to school staff by giving gifts. In recognition of the fact that not all families can afford to show their appreciation with expensive gifts, the board discourages the giving of all but small, inexpensive gifts in favor of letters appreciation.

### Cross References:

3515 - Student Incentives

Legal References: RCW 28A.320.030

Gifts, conveyances, etc., for scholarship and student aid purposes, receipt and administration

**Adoption Date: 2.27.08**

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

**Revised: 3.26.08;**

## INVESTMENT OF FUNDS

The superintendent is authorized to direct and authorize the county or state treasurer to invest district moneys which are not needed for current obligations in any district fund. Such investments ~~shall~~ will be made with the objective of producing the greatest return, consistent with prudent practice.

Legal References:	RCW 28A.320.300	Investment of funds, including funds received by ESD — Authority — Procedure
	28A.320.320	Investment of funds of district not needed for immediate necessities — Service fee
	36.29.020	Custodian of moneys — Investment of funds not required or immediate expenditures, service fee
	43.250	Investment of local government funds
	WAC 210-01	Local Government Investment Pool

**Adoption Date: 2.27.08**

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

**Revised:**