



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.

6/26/2014 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. REPORTS

1. Financial

(Information)

Presenter: Jim Brittain

Financial Report June 2014.pdf (p. 4)
2013-14 Budget Status Report.pdf (p. 11)

2. Capital Projects

(Information)

Presenter: Jim Brittain

IV. 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 June 2014 Payroll.pdf (p. 21)
Approval of June 2014 Accounts Payable.pdf (p. 24)
Approval of Administrative Personnel Report.pdf (p. 43)

V. APPROVAL OF MINUTES

(Action)

Minutes 6.11.14.pdf (p. 46)

VI. OLD BUSINESS

1. Approval of Technology Plan 2014-2017

(Action)

Presenter: Jacob Phillips

Steilacoom Technology Plan 2014-2017.pdf (p. 49)

2. Second Reading of Policy 3114, Part-time Home-based or Off-Campus Students

(Action)

Presenter: Susanne Beauchaine

Second Reading of Policy 3114.pdf (p. 76)

3. Second Reading of Policy 3123, Withdrawal Prior to Graduation

(Action)

Presenter: Susanne Beauchaine

3123Withdrawal Prior to Graduation.pdf (p. 79)

4. Second Reading of Policy 3144, Release of Information Concerning Student Sexual & Kidnapping Offenders

(Action)

Presenter: Susanne Beauchaine

3144 Release of Info re Student Sexual Kidnapping Offenders.pdf (p. 80)

5. Second Reading of Policy 3224, Student Dress

(Action)

Presenter: Susanne Beauchaine

3224 Student Dress.pdf (p. 84)

VII. NEW BUSINESS

1. First Reading of Policy 3220, Freedom of Expression

(Action)

Presenter: Susanne Beauchaine

First Reading of Policy 3220.pdf (p. 85)

2. First Reading of Policy 3223, Freedom of Assembly

(Action)

Presenter: Susanne Beauchaine

3223 Freedom of AssemblyDRAFT.pdf (p. 88)

3. First Reading of Policy 3232, Parent Student Rights in Administration of Surveys, Analysis or Evaluations

(Action)

Presenter: Susanne Beauchaine

3232 Parent Student Rights in Admin of Surveys Analysis EvaluationsDRAFT.pdf (p. 89)

4. First Reading of Policy 3244, Prohibition of Corporal Punishment

(Action)

Presenter: Susanne Beauchaine

3244 Prohibition of Corporal PunishmentDRAFT.pdf (p. 90)

5. Approval of Cherrydale Roof Project

(Action)

Presenter: Jim Brittain

Approval of Cherrydale Roof Project.pdf (p. 91)

VIII. 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.

IX. BOARD COMMUNICATION

(Information)

X. ANNOUNCEMENTS

(Information)

XI. ADJOURNMENT

(Action)

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

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

**Board Meeting
June 26, 2014**

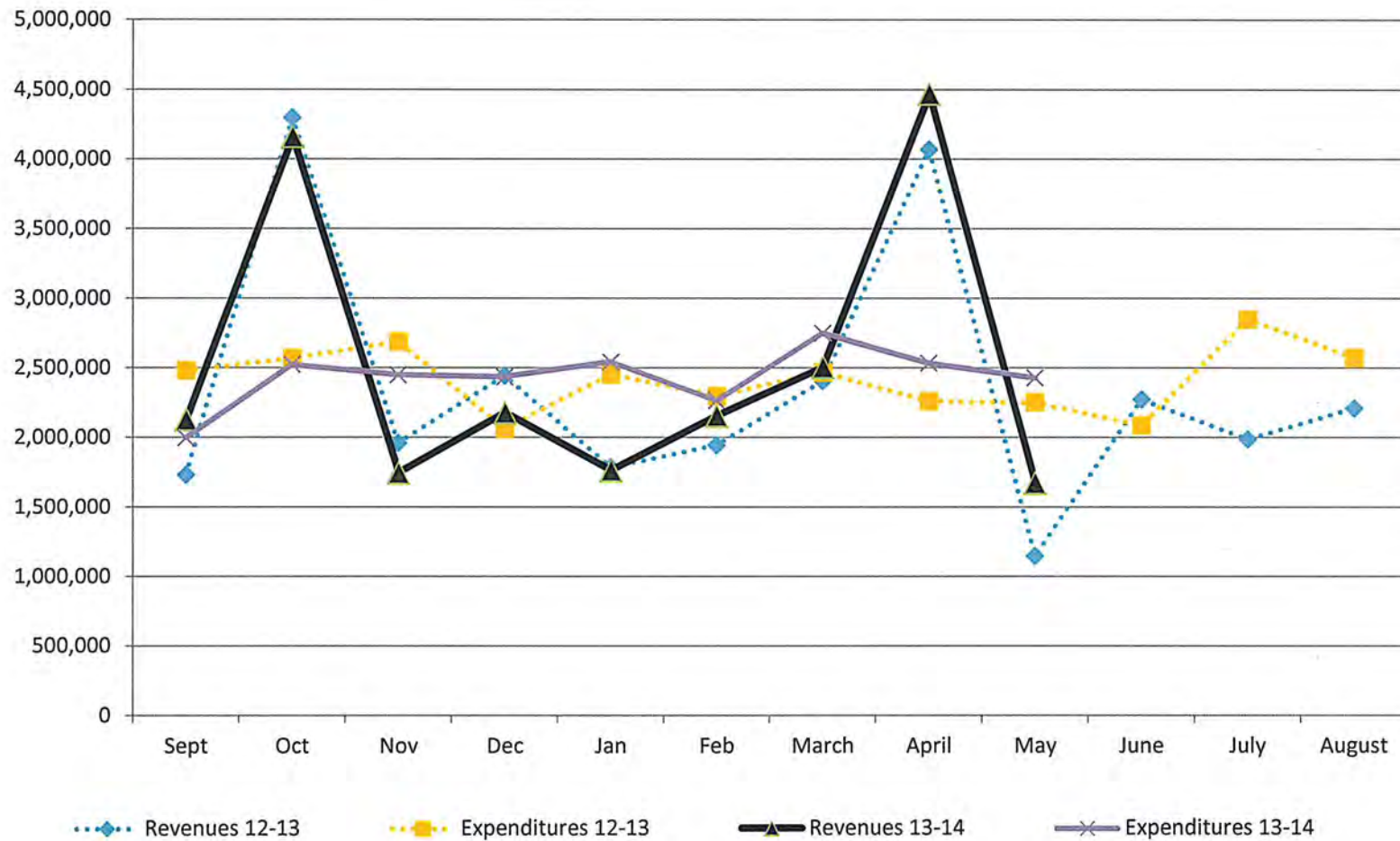
Financial Report

Steilacoom Historical School District
General Fund Budget/YTD Actual/Year-End Projection
May 30, 2014

	Annual Budget	YTD Actual	Year-end Projection	Projected Variance	Variance Percentage
General Fund					
Total Revenues & Other Financing Sources	29,345,274	22,859,593	28,500,000	-645,274	2.88%
Total Expenditures	<u>32,741,605</u>	<u>21,957,186</u>	<u>29,450,000</u>	-3,291,605	10.05%
Excess Revenues/Other Financing Sources					
Over (under) Expend & Oth Financing Uses	<u>-3,396,331</u>		<u>-950,000</u>		

	Beginning Balance	Ending Balance	Variance
General Fund Balance	<u>7,970,171</u>	<u>8,872,578</u>	<u>902,407</u>
Committed for Other Purposes		2,354,000	
Committed for Min. Fund Balance		1,969,771	
Unassigned Fund Balance		<u>4,548,807</u>	
		<u>8,872,578</u>	

Steilacoom Historical School District General Fund 2012-13 to 2013-2014



Steilacoom Historical School District
Capital Projects Budget/YTD Actual/Year-End Projection
May 30, 2014

Capital Fund	Annual Budget	YTD Actual	Year-end Projection	Projected Variance	Variance Percentage
Total Revenues & Other Financing Sources	2,610,000	60,821	70,000	-2,540,000	97.32%
Total Expenditures	<u>5,450,000</u>	<u>2,187,715</u>	<u>2,800,000</u>	-1,500,000	48.62%
Excess Revenues/Other Financing Sources					
Over (under) Expend & Oth Financing Uses	<u>-2,840,000</u>		<u>-2,730,000</u>		

Capital Project Fund Balance	Beginning Balance	Ending Balance	Variance
	<u>3,681,334</u>	<u>1,554,441</u>	<u>-2,126,893</u>

Restricted Impact Fees	50,211
Restricted for Fund Purpose	<u>1,504,230</u>
	<u>1,554,441</u>

Steilacoom Historical School District
Debt Service Budget/YTD Actual/Year-End Projection
May 30, 2014

Debt Service Fund	Annual Budget	YTD Actual	Year-end Projection	Projected Variance	Variance Percentage
Total Revenues & Other Financing Sources	6,085,737	5,984,895	5,945,650	-140,087	2.30%
Total Expenditures	<u>5,525,148</u>	<u>4,257,750</u>	<u>5,520,000</u>	-5,148	0.09%
Excess Revenues/Other Financing Sources					
Over (under) Expend & Oth Financing Uses	<u>560,589</u>		<u>425,650</u>		

Note: Bond interest payment on June 1, 2014 for \$1,258,602.50

Debt Service Fund Balance	Beginning Balance	Ending Balance	Variance
	<u>2,451,887</u>	<u>4,179,032</u>	<u>1,727,145</u>

Steilacoom Historical School District
ASB Budget/YTD Actual/Year-End Projection
May 30, 2014

	Annual Budget	YTD Actual	Year-end Projection	Projected Variance	Variance Percentage
ASB Fund					
Total Revenues & Other Financing Sources	897,709	407,764	425,000	472,709	52.66%
Total Expenditures	<u>851,440</u>	<u>296,087</u>	<u>315,000</u>	536,440	63.00%
Excess Revenues/Other Financing Sources Over (under) Expend & Oth Financing Uses	<u>46,269</u>		<u>110,000</u>		
ASB Fund Balance					
	Beginning Balance	Ending Balance	Variance		
	188,303	299,979	111,676		
Steilacoom High School	128,357	216,384	88,027		
Pioneer Middle School	51,481	60,865	9,384		
Saltar's Point Elementary	3,239	4,759	1,520		
Anderson Island Elementary	191	7,686	7,495		
Cherrydale Primary	1,997	264	-1,733		
Chloe Clark Elementary	3,038	10,021	6,983		

QUESTIONS

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	6,552,567	496,778.09	6,504,054.41		48,512.59	99.26
2000 LOCAL SUPPORT NONTAX	1,024,475	85,584.48	891,888.02		132,586.98	87.06
3000 STATE, GENERAL PURPOSE	16,199,557	847,894.33	11,771,114.49		4,428,442.51	72.66
4000 STATE, SPECIAL PURPOSE	3,477,626	151,934.94	2,432,052.17		1,045,573.83	69.93
5000 FEDERAL, GENERAL PURPOSE	261,000	.00	434,908.57		173,908.57-	166.63
6000 FEDERAL, SPECIAL PURPOSE	1,810,049	88,213.02	824,699.89		985,349.11	45.56
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	20,000	.00	.00		20,000.00	0.00
9000 OTHER FINANCING SOURCES	0	300.00	875.93		875.93-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	29,345,274	1,670,704.86	22,859,593.48		6,485,680.52	77.90
<u>B. EXPENDITURES</u>						
00 Regular Instruction	17,976,035	1,327,697.60	12,300,278.26	3,871,747.17	1,804,009.57	89.96
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	3,842,484	276,041.49	2,906,786.97	1,020,583.46	84,886.43-	102.21
30 Voc. Ed Instruction	954,484	82,883.68	730,134.23	236,975.83	12,626.06-	101.32
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	932,955	79,796.77	586,035.53	199,265.88	147,653.59	84.17
70 Other Instructional Pgms	703,904	12,837.07	117,817.12	38,042.64	548,044.24	22.14
80 Community Services	12,000	.00	.00	0.00	12,000.00	0.00
90 Support Services	8,319,743	649,771.79	5,316,134.20	1,561,641.32	1,441,967.48	82.67
<u>Total EXPENDITURES</u>	32,741,605	2,429,028.40	21,957,186.31	6,928,256.30	3,856,162.39	88.22
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)</u>	3,396,331-	758,323.54-	902,407.17		4,298,738.17	126.57-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	0		7,970,171.25			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,396,331-		8,872,578.42			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restricted for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 831 Restrictd for Emp Abs Buy Back	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	0	2,354,000.00
G/L 872 Committd to Min Fnd Bal Policy	0	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	3,396,331-	4,548,807.42
<u>TOTAL</u>	3,396,331-	8,872,578.42

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2014

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	10,000	2,482.87	60,821.43		50,821.43-	608.21
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	2,600,000	.00	.00		2,600,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	2,610,000	2,482.87	60,821.43		2,549,178.57	2.33
<u>B. EXPENDITURES</u>						
10 Sites	1,250,000	2,035.53-	132,652.23	60,250.19	1,057,097.58	15.43
20 Buildings	3,980,000	703,092.50	2,044,343.07	389,676.68	1,545,980.25	61.16
30 Equipment	120,000	.00	603.01	8,130.61	111,266.38	7.28
40 Energy	100,000	.00	.00	0.00	100,000.00	0.00
50 Sales & Lease Expenditure	0	7,760.00	10,116.51	0.00	10,116.51-	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	5,450,000	708,816.97	2,187,714.82	458,057.48	2,804,227.70	48.55
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)</u>	2,840,000-	706,334.10-	2,126,893.39-		713,106.61	25.11-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,795,650		3,681,334.42			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	955,650		1,554,441.03			

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 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	0	50,211.01
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	955,650	1,504,230.02
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	955,650	1,554,441.03

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	6,065,737	460,218.16	5,983,744.07		81,992.93	98.65
2000 Local Support Nontax	20,000	106.72	1,151.41		18,848.59	5.76
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	6,085,737	460,324.88	5,984,895.48		100,841.52	98.34
B. EXPENDITURES						
Matured Bond Expenditures	2,940,000	.00	2,940,000.00	0.00	.00	100.00
Interest On Bonds	2,575,148	.00	1,316,545.00	0.00	1,258,603.00	51.13
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	1,205.25	0.00	8,794.75	12.05
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	5,525,148	.00	4,257,750.25	0.00	1,267,397.75	77.06
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)	560,589	460,324.88	1,727,145.23		1,166,556.23	208.09
F. TOTAL BEGINNING FUND BALANCE	2,105,589		2,451,887.16			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	2,666,178		4,179,032.39			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	2,666,178	4,179,032.39
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	2,666,178	4,179,032.39

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	156,500	3,825.10	74,260.58		82,239.42	47.45
2000 Athletics	281,400	6,462.50	66,104.27		215,295.73	23.49
3000 Classes	42,326	25,812.85	39,578.55		2,747.45	93.51
4000 Clubs	406,883	23,844.21	225,220.38		181,662.62	55.35
6000 Private Moneys	10,600	1,545.89-	2,600.30		7,999.70	24.53
Total REVENUES	897,709	58,398.77	407,764.08		489,944.92	45.42
B. EXPENDITURES						
1000 General Student Body	145,700	1,572.97	18,267.32	816.00	126,616.68	13.10
2000 Athletics	266,615	5,702.84	85,571.63	9,669.49	171,373.88	35.72
3000 Classes	38,110	8,678.27	17,910.36	6,179.46	14,020.18	63.21
4000 Clubs	390,415	44,830.21	173,661.02	25,732.41	191,021.57	51.07
6000 Private Moneys	10,600	509.35	677.05	0.00	9,922.95	6.39
Total EXPENDITURES	851,440	61,293.64	296,087.38	42,397.36	512,955.26	39.75
C. EXCESS OF REVENUES						
OVER (UNDER) EXPENDITURES (A-B)	46,269	2,894.87-	111,676.70		65,407.70	141.36
D. TOTAL BEGINNING FUND BALANCE	160,478		188,302.67			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE	206,747		299,979.37			
C+D + OR - E)						

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	206,747	299,979.37
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 206,747	 299,979.37

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2014

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	1.78	14.65		485.35	2.93
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	15,000	.00	.00		15,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	15,500	1.78	14.65		15,485.35	0.09
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
 C. <u>Total REV./OTHER FIN. SOURCES</u>	 15,500	 1.78	 14.65		 15,485.35	 0.09
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	30,000	.00	.00	0.00	30,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 30,000	 .00	 .00	 0.00	 30,000.00	 0.00
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 F. <u>OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	 14,500-	 1.78	 14.65		 14,514.65	 100.10-
 H. <u>TOTAL BEGINNING FUND BALANCE</u>	 20,700		 22,226.05			
 I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	 6,200		 22,240.70			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	14,500-	22,240.70
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	20,700	.00
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	6,200	22,240.70

PAYROLL HEADER PAGE

Steilacoom Historical School District No. 1

GENERAL FUND

FOR THE MONTH June 2014

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF THE STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, DO HEREBY CERTIFY THAT SERVICES HAVE BEEN RECEIVED AND PERFORMED AND HAVE BEEN APPROVED FOR PAYMENT IN THE AMOUNT OF \$1,903,201.39.

PAYROLL

Gross Pay	\$ 1,396,071.81
Benefits	\$ 507,129.58
Total Payroll Adjustment	\$ -

PAYROLL TOTAL	\$ 1,903,201.39
---------------	-----------------

DATED: June 26, 2014

Secretary to the Board

Board Chairperson

Board Member

Board Member

Board Member

Board Member

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE</u> <u>HOURS</u>
THH3	HOME HOSPITAL	2		8.7500	314.60	8.80
TMB3	MUTUAL BENEFIT	4		16.0000	325.93	16.00
TMM3	MEDICAID MATCH	1		0.5000	9.61	0.60
TO153	OVERTIME 1.5	2		6.0000	160.51	6.10
TO154	OVERTIME 1.5	5		21.0000	541.99	21.00
TO203	OVERTIME 2.0	1		2.5000	90.10	2.50
TO254	OVERTIME 2.5	4		20.5000	825.34	20.50
TSE4	SEASONAL	2		285.0000	4,089.75	285.00
TSP3	SUB CLASSIFIED	81		769.1900	8,535.23	769.40
TSP4	SUB CLASSIFIED	9		286.7500	3,704.81	286.80
TST3	SUB TEACHER	189		2395.4600	41,407.67	2396.19
ZVCE	VAC CASHOUT EXP	2	237.9700		4,444.40	
REPORT TOTAL		1193	730.5800	4071.0200	1396,071.81	29558.50

BENEFIT SUMMARY FOR MTHLY / MONTHLY PAYROLL - AFTER CALCS

PAGE: 9

CHECK DATE: 06/30/2014 PERIOD ENDING DATE: 06/30/2014

Pay/Ded/Bens Summary Totals

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
MHD	BC HDHP		8	4,410.01
TaxB+	Tax Ben +		8	475.40
TaxB-	Tax Ben -		8	-475.40
X0300	MEDICAL WAIVED		108	
			9605	507,129.58

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

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$206,921.22. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114819 through 114883, totaling \$206,921.22

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
114819	A HIGHER PLANE	06/19/2014	ANNUAL MAINTENANCE	REFINSH FLOORS IN STEILACOOM HIGH SCHOOL MAIN & AUX GYMS AND PIONEER MS GYM & FITNESS ROOM	101314118	2,507.07	2,507.07
114820	AMANDA M GATES	06/19/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR 5/1/2014 - 5/27/2014 - HOME HOSPITAL INSTRUCTION	0	6.33	6.33
114821	ANDERSON-GONZALEZ, BARBIE L	06/19/2014	MILEAGE REIMB	MILEAGE REIMBURSEMENT 4/14/14 - 5/30/2014	0	35.43	42.94
			MILEAGE REIMBU	MILEAGE REIMBURSEMENT FOR JUNE 2-11	0	7.51	
114822	ANDERSON, NANCY J	06/19/2014	SUPPLY REIM	SUPPLY REIMBURSEMENT - COSTCO	0	5.98	5.98
114823	BANK OF AMERICA	06/19/2014	14050075330	OPEN PO FOR SERVICE FEES - DO NOT FAX	81314057	111.15	111.15
114824	BUILDING CONTROL SYSTEMS INC	06/19/2014	8528	OPEN PURCHASE ORDER FOR HVAC SYSTEM CONTROLS	101314123	1,088.16	1,088.16
114825	BURNS, BARBARA JANE	06/19/2014	MILEAGE REIMB	MILEAGE REIMBURSEMENT 5/1/2014 - 5/30/2014	0	127.95	127.95
114826	CDWG	06/19/2014	MD75236	Printer order for	111314039	731.78	731.78

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114827	CELESTE L JOHNSTON	06/19/2014	MILEAGE REIMB	District and laptop cart MILEAGE REIMBURSEMENT 5/5/2014 - 5/30/2014	0	71.98	71.98
114828	CENTER FOR EDUCATION AND EMPLO	06/19/2014	228994	TRIAL PERIOD FOR BOOKS ENDED BEFORE BOOKS WERE RETURNED	0	154.95	313.95
			A25428040	stout membership renewal	2371314139	159.00	
114829	CENTURYLINK	06/19/2014	300493944	DISTRICT WIDE PHONE SERVICES FOR THE 13/14 SY. DO NOT FAX	81314016	315.68	315.68
114830	CHEVRON & TEXACO CARD SERVICES	06/19/2014	7898030544	OPEN PO FOR FUEL. DO NOT FAX	81314035	22,181.15	22,181.15
114831	CLOVER PARK SCHOOL DISTRICT- P	06/19/2014	06217	business cards for counseling center	2371314126	36.87	436.25
			06218	letterhead and envelopes	2371314127	399.38	
114832	COASTWIDE, LABORATORIES	06/19/2014	T2668770	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	96.71	967.05
			T2668972	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	870.34	
114833	CONSOLIDATED ELECTRICAL DIST	06/19/2014	8541-768194	OPEN PURCHASE ORDER 2013-2014 FOR ELECTRICAL SUPPLIES	101314133	565.68	565.68
114834	CULLIGAN	06/19/2014	201406380587	OPEN PURCHASE ORDER 2013-2014 FOR WATER	101314015	63.10	132.53
			201406400885	OPEN PURCHASE ORDER 2013-2014 FOR WATER	81314101	69.43	
114835	CURRICULUM ASSOCIATES INC	06/19/2014	90287709	Title I Supplemental Materials for M. Hoedeman, Saltar's Point	271314027	1,250.76	1,250.76
114836	DEMCO INC	06/19/2014	5316221	S.P. DEMCO - LIBRARY SUPPLIES	1271314045	167.93	167.93
114837	EMPLOYER ADMIN SERVICES INC	06/19/2014	419352014	TSA PLAN PAYMENT FOR MAY 13/14SY.	81314075	165.00	165.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114838	FAIRFAX HOSPITAL	06/19/2014	1593	DO NOT FAX Open PO for Fairfax Hospital / Norhtwest School of Innovative Learning	91314011	15,000.00	15,000.00
114839	GRAVES, SARA COLLEEN	06/19/2014	MILEAGE REIMB	MILEAGE REIMBURSEMENT 6/9/2014 - ACCRDITATION PANEL AT PSED	0	37.23	37.23
114840	HAROLD LEMAY ENTERPRISES	06/19/2014	5135101	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	108.48	2,920.51
			5135696	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	434.61	
			5135781	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	309.83	
			5135791	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	790.46	
			5135842	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	428.71	
			5135975	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	808.07	
			5136830	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	40.35	
114841	HEALTH CARE AUTHORITY	06/19/2014	HCASBH1070	Medicaid Reimbursement	81314159	178.58	178.58
114842	HEART STARTS	06/19/2014	2014 6-3	CPR AED Student Training - SHS	271314016	875.20	875.20
114843	HEWLETT PACKARD	06/19/2014	54411799	New District Laptops	111314038	433.22	433.22
114844	HOYE, MICHAEL	06/19/2014	MUSIC SERVICES	CHOIR GF/ ACCOMPANYING FOR FINAL CONCERT	4311314097	200.00	200.00
114845	IMAGINE LEARNING	06/19/2014	INV14747	Imagine Learning	271314022	8,000.00	8,000.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Annual Liceses and Implementation Services			
114846	JTEC EDUCATIONAL CONSULTANTS	06/19/2014	1415-068	OPEN PURCHASE	81314033	1,100.00	1,100.00
				ORDER FOR ADMIN MEDICAID MATCH CONSULTING AND PROCESSING FEE FOR 13/14SY.			
114847	KING COUNTY DIRECTORS ASSN	06/19/2014	3793544	6th grade	2371314108	255.36	779.77
				supplies/nixon/car t #692160			
			3803758	File	81314167	524.41	
				storage/moving boxes			
114848	KONE, INC	06/19/2014	221478276	OPEN PURCHASE	101314026	483.89	483.89
				ORDER 2013-2014 FOR ELEVATOR SERVICE			
114849	LAKEWOOD MUSIC	06/19/2014	9951044669	Fishman BP-100	4311314078	173.23	173.23
				Bass pickup			
114850	LEMAY MOBILE SHREDDING	06/19/2014	4389819	CONFIDENTIAL	81314023	103.60	180.60
				SHREDDING FOR THE SCHOOL DISTRICT FOR THE 13/14 SY. DO NOT FAX PO.			
			4389820	CONFIDENTIAL	81314023	27.00	
				SHREDDING FOR THE SCHOOL DISTRICT FOR THE 13/14 SY. DO NOT FAX PO.			
			4389821	CONFIDENTIAL	81314023	50.00	
				SHREDDING FOR THE SCHOOL DISTRICT FOR THE 13/14 SY. DO NOT FAX PO.			
114851	LES SCHWAB TIRES	06/19/2014	30500186755	OPEN PURCHASE	101314029	42.88	397.14
				ORDER 2013-2014 FOR SERVICE			
			30500191202	OPEN PURCHASE	101314029	354.26	
				ORDER 2013-2014 FOR SERVICE			
114852	LEVCOVICH, NANCY GRANT	06/19/2014	PROF. DEVEL.	NATIONAL DOWN	0	300.00	300.00
				SYNDROME CONFERENCE			
114853	MAILFINANCE	06/19/2014	H4716271	OPEN PO FOR	81314147	607.18	718.16
				POSTAGE LEASE - DO NOT FAX 7ASSESSSED TAX			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			P4721478	1/1/2014 BY PIERCE COUNJTY ASSESSOR OPEN PO FOR POSTAGE LEASE - DO NOT FAX	81314147	110.98	
114854	MCDONALD, JODY D	06/19/2014	MILEAGE REIMB	MILEAGE REIMBURSEMENT 5/5/2014 - 6/6/2014	0	86.49	86.49
114855	MICRO K12CONNECTED.COM	06/19/2014	0454063-IN	Epson Projector Remotes for Classrooms	111314033	67.28	67.28
114856	NORTHWEST CASCADE INC	06/19/2014	1-936497	STADARD UNIT RENTAL FROM 6/3/2014 - 7/2/2014	0	124.50	124.50
114857	PACIFIC LUTHERAN UNIVERSITY	06/19/2014	STEIL140610	AP Summer Institute, Pacific Lutheran University July 7-10	271314023	2,800.00	2,800.00
114858	PIERCE COUNTY REFUSE	06/19/2014	5130142	OPEN PO FOR GARBAGE AND RECYCLING	81314049	154.90	1,286.55
			5131738	OPEN PO FOR GARBAGE AND RECYCLING	81314049	1,131.65	
114859	PIERCE COUNTY SEWER	06/19/2014	00858625	OPEN PO FOR SEWER CHARGES-DO NOT FAX	81314154	134.61	308.13
			01354221	OPEN PO FOR SEWER CHARGES-DO NOT FAX	81314154	173.52	
114860	PREMIER AGENDAS	06/19/2014	204500368008	S.P. Premier Agenda- student planners	1271314041	1,267.74	1,267.74
114861	PUGET SOUND ENERGY	06/19/2014	200002143960	OPEN PO FOR GAS AND ELECTRICITY	81314045	7,728.17	13,783.22
			2000023874882	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81314045	5,973.29	
			200008146082	OPEN PO FOR GAS AND ELECTRICITY	81314045	81.76	
114862	RIDDELL	06/19/2014	60239413	Football equipment *see attached for order	2371314091	627.65	1,482.99
			96566616	Football	2371314091	855.34	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				equipment *see attached for order			
114863	ROSEN SUPPLY CO	06/19/2014	1405172-00	OPEN PURCHASE ORDER FOR PLUMBING SUPPLIES FOR 2013-2014	101314147	594.99	594.99
114864	SCHOOL SPECIALTY	06/19/2014	208112374083	8th grade math supplies/Yuckert	2371314097	120.21	120.21
114865	SEEFELDT, JAMES M	06/19/2014	MILEAGE REIMB	5/6/2014 - 6/4/2014 INNER-DISTRICT MILEAGE REIMBURSEMENT	0	81.87	81.87
114866	SHOPBOT TOOLS, INC.	06/19/2014	46455	SHS SHOPBOT TOOLS FOR KURT BETHMAN. PLEASE SEE ATTACHED QUOTE #53349.	141314046	7,230.00	7,230.00
114867	SHUCKHART, MAUREEN	06/19/2014	MILEAGE REIMB	INTER-DISTRICT MILEAGE STUDENT THERAPY 5/5/2014 - 5/28/2014	0	24.27	24.27
114868	SLATER, MICHAEL	06/19/2014	SUPPLY REIMB	REIMBURSEMENT FOR SUPPLIES - 2ND GRADE TEAM MEETING	0	59.94	59.94
114869	SODEXO INC & AFFILIATES	06/19/2014	1000762289	OPEN PO FOR FOOD SERVICE - DO NOT FAX	81314061	95,412.84	95,412.84
114870	SUZANNE T SCHENCK	06/19/2014	SUPPLY REIMBURSEMENT	STAFF MEETING SUPPLIES	0	81.05	81.05
114871	TANNER ELECTRIC	06/19/2014	72131000	ELECTRIC CHARGES FOR ANDERSON ISLAND FOR THE 13/14 SY - DO NOT FAX	81314051	442.96	442.96
114872	TED BROWN MUSIC CO	06/19/2014	1202401	YM1430C - MARIMBA YAMAHA STANDARD 4.3 OCTAVE PADAUK	81314160	3,499.71	3,499.71
114873	TERI LITT	06/19/2014	SUPPLY REIMB	REPLACE BROKEN LASER PRESENTERS	0	70.00	70.00
114874	THE PRESIDENTS CHALLENGE	06/19/2014	98388STEILA7198	PE/ NATIONAL PHYSICAL FITNESS AWARD AND CERTIFICATES	4311314088	120.99	120.99
114875	TROXELL COMMUNICATIONS	06/19/2014	78227	Projector Lamps for classrooms	111314040	3,282.00	3,282.00
114876	TRUSTWAVE	06/19/2014	TWH44696	Internet Filter Renewal and	111314036	8,977.00	8,977.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114877	US BANCORP	06/19/2014	255463572	Upgrade to be able to filter Google https. OPEN PO FOR COPIER AT SALTAR'S POINT, STEILACOOM HIGH SCHOOL AND CHLOE CLARK	81314111	1,058.94	1,058.94
114878	USA MOBILITY WIRELESS INC	06/19/2014	X3661889F	OPEN PO FOR PAGERS FOR MAIN DEPARTMENT - DO NOT FAX	81314054	22.86	22.86
114879	WEIGHT, KATHLEEN J	06/19/2014	MILEAGE REIMB	INTER-DISTRICT MILEAGE REIMBURSEMENT 5/20/2014 - 6/9/2014	0	100.57	100.57
114880	WELLS FARGO FINAN LEASING INC	06/19/2014	5001232236	Open PO for copiers - Chloe Clark, Maintenance, and Saltar's Point.	81314116	764.72	937.72
			5001237809	Open PO for Pioneer - copiers/printers	81314114	173.00	
114881	WHITHAM, LAUREN ELIZABETH	06/19/2014	MILEAGE REIMB	INTER DISTRICT TRAVEL 5/1/2014 -6/11/2014	0	242.55	242.55
114882	WIAA OFFICE	06/19/2014	12576	STATE MUSIC ENTRY FEE	0	60.00	90.00
			16025	MUSIC / ALL STATE SOLO & ENSEMBLE CONTEST FOR TROY TAYLOR	4311314095	30.00	
114883	WORKFORCE CENTRAL/HCD	06/19/2014	032514E	SHS-WORKFORCE CENTRAL /HCD FOR JODY SNYDER. PLEASE SEE ATTACHED INVOICE #032514E	141314048	297.00	297.00

65 Computer Check(s) For a Total of 206,921.22

	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
	65	Computer	Checks For a Total of	206,921.22
Total For	65	Manual, Wire Tran, ACH & Computer	Checks	206,921.22
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	206,921.22

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$10,173.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401841 through 401853, totaling \$10,173.07

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
401841	BLACK, ROBERTA J	06/19/2014	EMPLOYEE REIMB	EMPLOYEE REIMBURSEMENT FOR WHITE HONOR STALES- 10	0	247.00	372.00
			STATE COMPETITION	4004 - CHOIR STATE ACCOMPANYING	4061314264	125.00	
401842	CALATA, ERIN	06/19/2014	13	4004 Choir Erin Calata Voice Lessons Payments	4051314090	560.00	1,540.00
			17	4004 - CHOIR / VOICE LESSONS	4061314272	440.00	
			18	4004 - CHOIR / VOICE LESSONS	4061314271	540.00	
401843	CURTIS HIGH SCHOOL	06/19/2014	SUMMER LEAGUE	2006 - GIRLS BASKETBALL / SUMMER BASKETBALL LEAGUE PAYMENT DUE MAY 30, 2014	4061314266	400.00	400.00
401844	JOHNSON, ERICA P	06/19/2014	SOLO CONTEST	accompanying solo context	4051314091	300.00	300.00
401845	JOSTEN'S	06/19/2014	966372	Final yearbook Payment	4051314079	4,223.70	4,223.70
401846	MANNING, ERNEST W	06/19/2014	EMPLOYEE REIMB	REIMBURSEMENT FOR BRIDGE TOLL 5/21, 5/23, AND 5/24 GIRLS TENNIS	0	15.75	15.75
401847	MARTIN, MICHAEL	06/19/2014	EMPLOYEE REIMB	REIMBURSEMENT FOR 8TH GRADE PROMOTION	0	121.80	121.80
401848	MICHAEL, CLARK	06/19/2014	EMPLOYEE REIMB	REIMBURSEMENT FOR SOCCER EXPENSES RELATED TO TRAVEL	0	99.66	99.66

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401849	PIERCE CO SOCCER REFEREE ASSN	06/19/2014	REFEREE FEES	2000 - ATHLETICS / REFEREE FEES FOR 2014 BOYS SOCCER SEASON INVOICE ATTACHED	4061314259	1,771.66	1,771.66
401850	RAINIER APPAREL	06/19/2014	L201468	3017- CLASS OF 2017 RED/BLACK.YELLOW LANYARD "STEILACOOM SENTINELS"	4061314221	628.50	628.50
401851	SUMNER BONNEY LAKE RECREATION	06/19/2014	B-BALL TOURNAMENT	2006 - GIRLS BASKETBALL / SUMMER BASKETBALL TOURNAMENT	4061314268	275.00	275.00
401852	WHITE RIVER GIRLS BASKETBALL	06/19/2014	B-BALL TOURNAMENT	2006 - GIRLS BASKETBALL / SUMMER BASKETBALL TOURNAMENT JUNE 6 DEADLINE	4061314267	275.00	275.00
401853	WIAA OFFICE	06/19/2014	16025-1	4004 - CHOIR / STATE MUSIC ENTRY FEE	4061314273	150.00	150.00
				13 Computer	Check(s) For a Total of		10,173.07

	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
	13	Computer	Checks For a Total of	10,173.07
Total For	13	Manual, Wire Tran, ACH & Computer	Checks	10,173.07
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10,173.07

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$8,290.57. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200197 through 200198, totaling \$8,290.57

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
200197	SAXTON BRADLEY	06/19/2014	INV-14-00235	Smart Boards for Saltar's Point Modular Cassroom	2111314001	8,130.61	8,130.61
200198	THE NEWS TRIBUNE	06/19/2014	I01046275-05202014	AD FOR SURPLUS SALE	0	159.96	159.96
				2 Computer	Check(s) For a Total of		8,290.57

	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	8,290.57
Total For	2	Manual, Wire Tran, ACH & Computer Checks		8,290.57
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	8,290.57

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$6,609.72. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114884 through 114886, totaling \$6,609.72

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
114884	GOPHER	06/19/2014	8775991	PE DEPARTMENT - SUPPLIES	4311415001	2,690.33	2,690.33
114885	KING COUNTY DIRECTORS ASSN	06/19/2014	3802318	HEALTHROOM / HEALTHROOM SUPPLIES	4311415000	165.68	169.39
			3803379	HEALTHROOM / HEALTHROOM SUPPLIES	4311415000	3.71	
114886	PROJECT LEAD THE WAY	06/19/2014	PF030072	SHS PROJECT LEAD THE WAY PTE PARTICIPATION FOR SHS	141415003	3,000.00	3,750.00
			PF032430	SHS PROJECT LEAD THE WAY GTT PARTICIPATION FOR PIONEER MIDDLE SCHOOL FOR 14-15 SY	141415002	750.00	
				3 Computer	Check(s) For a Total of	6,609.72	

	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	6,609.72
Total For	3	Manual, Wire Tran, ACH & Computer Checks		6,609.72
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,609.72

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$361.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401854 through 401854, totaling \$361.60

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
401854	STEILACOOM SCHOOL DISTRICT	06/25/2014	CTAX41 20140623AAA	Comp Tax owed for Cash Account 41 through 06/23/2014	0	361.60	361.60
			1	Computer	Check(s) For a Total of		361.60

	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	361.60
Total For	1	Manual, Wire Tran, ACH & Computer Checks		361.60
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	361.60

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 June 26, 2014, the board, by a _____ vote, approves payments, totaling \$2,909.95. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114914 through 114914, totaling \$2,909.95

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
114914	STEILACOOM SCHOOL DISTRICT	06/25/2014	CTAX11 20140623AAA	Comp Tax owed for Cash Account 11 through 06/23/2014	0	2,909.95	2,909.95
			1	Computer	Check(s) For a Total of		2,909.95

	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
	1	Computer	Checks For a Total of	2,909.95
Total For	1	Manual, Wire Tran, ACH & Computer Checks		2,909.95
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,909.95

Steilacoom Historical School District No.1
Administrative Personnel Report

Personnel Report 6-26-14		
Contracts for the 2014-15 School Year		
Name	Position	Salary
Beauchaine Susanne	Executive Director of Student Services	110,000.00
Brittain James	Executive Director of Finance and Operations	116,000.00
Harvey Paul	Executive Director of Student Achievement	110,000.00

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 6-26-14						
Name	Position	Hours	Location	Effective Date	Action	Comment
Bruggeman Theresa	Paraeducator General Education	6.5	Anderson Island	8/27/2014	New Hire	
Dunn Emily	LPN	7	Chloe Clark	8/27/2014	New Hire	
Keys Victoria	LPN	7	Pioneer	8/27/2014	New Hire	
Moorman Dallas	Computer Technician	8	District	6/30/2014	New Hire	
Olsheim Elizabeth	Paraeducator Student Specific	6.5	Saltar's Point	8/27/2014	New Hire	
Dansereau Hiltrude	Custodian	8	High School	6/30/2014	Resignation	

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 6-26-14							
Name	Position	FTE	Location	Effective Date	Action	Stipend Amount	Comment
Brown-Jolly Myranda	Teacher	1.00	Pioneer	8/28/2014	New Hire		
Daugherty Katie	Teacher	1.00	Chloe Clark	8/28/2014	New Hire		
Eck Kasey	Teacher	1.00	High School	8/28/2014	New Hire		
Kay Holly Ann	Teacher	1.00	Chloe Clark	8/28/2014	New Hire		
Lundgren Wendy	Teacher	1.00	High School	8/28/2014	New Hire		
Posada Adriana	Teacher	1.00	Chloe Clark	8/28/2014	New Hire		
Williams, Loriann	Teacher	1.00	High School	8/28/2014	New Hire		
Howe Barbara	Teacher	1.00	Chloe Clark	6/20/2014	Resignation		



Regular Meeting Minutes

6/11/2014

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

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:03 pm.

Jacob Phillips led the Pledge of Allegiance.

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

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

II. COMMENTS FROM THE AUDIENCE

No comments. Chair Scott acknowledged Antoinette Daniels, JBLM School District Liaison.

III. INTRODUCTION OF NEW ADMINISTRATORS

Superintendent Weight introduced Paul Harvey, Executive Director of Student Achievement and Sandy Lee, Assistant Principal Chloe Clark Elementary.

IV. PRESENTATION - Beverly Dolman

Executive Director Jim Brittain introduced Laura Blacklock, Washington Association of State Business Officials representative who presented Beverly Dolman, Payroll Manager, with a certificate of completion of the designation of Certified School Business Specialist in Payroll.

V. APPROVAL OF MINUTES

a. Approval of 5/28/14 Regular School Board Meeting Minutes

Director Denning made a motion to approve the minutes of the 5/28/14 regular board meeting minutes; Director Wong seconded the motion and the motion passed (4/0).

b. Approval of 6/4/14 Special School Board Meeting Minutes

Director Forbes made a motion to approve the minutes of the 6/4/14 special board meeting; Director Wong seconded the motion and the motion passed (3/0/Denning abstain).

VI. CONSENT AGENDA

Director Denning made a motion to approve the Consent Agenda which included the accounts payable, attached personnel reports and Resolution 815-06-11-14, Granting Authority to WIAA. Director Wong seconded the motion and the motion passed (4/0).

VII. OLD BUSINESS

a. Approval of Superintendent Contract

Director Forbes made a motion to approve the 2014 – 2107 Superintendent Contract; Director Denning seconded the motion and the motion passed (4/0).

VIII. NEW BUSINESS

a. 2014-15 School Year District Fee Schedule

ED Brittain presented fee schedule as information for the Board.

b. 2014-2017 Technology Plan

Network Manager Jacob Phillips had presented at the draft plan at study session and will address issues. The approval vote will take place at the June 26, 2014 meeting.

c. Election of School Board Legislative Representative

Director Forbes nominated Director Denning. No other nominations. The nomination passed (4/0) for Director Denning to resume this duty effective July 1 for a two year period.

d. Election of WIAA School Board Representative

Director Denning nominated Director Forbes. No other nominations. The nomination passed (4/0) for Director Denning to serve as the WIAA Representative for one year.

e. First Reading of Policy 3114, Part-time Home-based or Off-Campus Students

Director Denning made a motion to move Policy 3114 to a second reading; Director Forbes second the motion and the motion passed (4/0).

f. First Reading of Policy 3123, Withdrawal Prior to Graduation

Director Denning made a motion to move Policy 3123 to a second reading; Director Wong seconded the motion and the motion passed (4/0).

g. First Reading of Policy 3144, Release of Information Concerning Student Sexual & Kidnapping Offenders

Director Wong made a motion to move Policy 3144 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

h. First Reading of Policy 3224, Student Dress

Director Forbes made a motion to move Policy 3224 to a second reading; Director Denning seconded the motion and the motion passed (4/0).

IX. COMMENTS FROM THE AUDIENCE

No comments.

X. BOARD COMMUNICATION

- Director Denning mentioned teacher tenure in California and discussing this with local Representative Muri. He also spoke on Seattle School District recent math adoption decision.

XI. ANNOUNCEMENTS

- Director Denning attended the Pioneer 8th grade promotion event. He will work with staff regarding air conditioning at large events.
- Director Scott, Forbes, Wong and Denning recognized Deb Hay, Lauren Witham, Gary Wusterbarth and other staff for the high school graduation event. Director Wong also acknowledged the salutatorian and 4 valedictorians, class of 2014.
- Director Denning thanked Ms. Whitham for her work expanding the choral programs.
- Superintendent Weight announced the high school received official accreditation for 6 years from Puget Sound Education Service District. A celebration event will be held in August.

XII. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 7:39 pm; Director Denning seconded the motion and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: June 26, 2014

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Technology Plan Approval
 INFORMATION

BACKGROUND INFORMATION:

Based on input from the School Board, technology is presenting an updated Technology Plan that meets the State requirements for E-Rate as well as developing a sustainable road map for district technology through 2017. This School Board approved Technology Plan is due to OSPI no later than 30 June 2014.

FISCAL IMPLICATIONS:

N/A

RECOMMENDED DECISION:

The Superintendent recommends the Steilacoom Historical School District No. 1 2014 – 2017 Technology Plan be approved.

Report prepared by: Jacob Phillips, Network Manager

Steilacoom Historical School District No. 1



2014 – 2017 Technology Plan

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Plan Index for District Worksheets

School District: Steilacoom Historical School District No. 1			
Technology Plan Section	Document File Name	Page Range	
		Begins	Ends
Goals & Strategies — Priority 1 Eligible Services			
Describe how your request for E-rate Priority 1 services connects to your district's educational goals.	Steilacoom Technology Plan 2014-2017	4	4
Goals & Strategies — Priority 2 Eligible Services			
Describe how your request for E-rate Priority 2 services connects to your district's educational goals.	Steilacoom Technology Plan 2014-2017	5	5
Professional Development			
What PD strategies will your district use to make sure staff know how to integrate new and existing technologies into their work?	Steilacoom Technology Plan 2014-2017	6	6
Needs Assessment/Network & Telecom			
1. Describe your district's basic technology infrastructure , including telecommunications. 2. Identify upgrades and acquisitions necessary to meet the district's educational goals. 3. Identify level of maintenance and tech support —current and proposed— necessary to meet the district's educational goals.	Steilacoom Technology Plan 2014-2017	7	17
Evaluation Process			
Describe the process your district uses to monitor progress toward your E-rate technology goals. Include an evaluation of the outcomes connected to your previous tech plan. Describe the process you will use to make course corrections that respond to changes, opportunities and new developments as they arise.	Steilacoom Technology Plan 2014-2017	18	24



Steilacoom Historical School District No. 1
510 Chambers Street
Steilacoom, WA 98388-3311
Telephone: (253) 983-2200 Fax: (253) 584-7198

Technology Services

District Technology Plan 2014-2017 Steilacoom Historical School District #1

District Vision

The best education for every student.

District Mission Statement

The mission statement of the Steilacoom Historical School District No. 1, in partnership with our communities, is to educate and prepare responsible citizens who can contribute and adapt in a changing world.

District Core Values

- **Academics**
We commit to engage all students by using effective instructional practices, challenging students to reach their fullest potential.
- **Climate**
We ensure a positive, respectful, and safe learning climate, responsive to students' individual needs.
- **Community**
We welcome and encourage family and community involvement, where each member of the school community is a valued partner.
- **Collaboration**
We practice purposeful, professional, student-centered collaboration.
- **Integrity**
We commit to act with honesty and integrity, respecting all diversity.
- **Accountability**
We, the SHSD learning community, share in the responsibility for attaining academic and fiscal goals by providing educators with the necessary tools and resources for success.

Technology Vision Statement

All students and faculty are provided with appropriate technology tools and training in order to function in a complex global society. With classroom instruction that includes the use of technology, students will develop the necessary skills to be productive citizens. Technology will support the development of those skills by refining students' critical thinking skills, enabling effective communication, and encouraging creativity. As a guarantee of learning opportunities, these tools will be made available to all students in support of their varied learning requirements by providing faculty and students access to up to date information and resources.

The 2014-2017 Steilacoom Historical School District #1 Technology Plan has been reviewed and modified by the Network Manager/Technology Director, Department of Teaching and Learning, Director of Finance, and has been approved by Superintendent Kathi Weight.

Kathi Weight, Superintendent
Steilacoom Historical School District

Jim Brittain, Director of Finance
Steilacoom Historical School District

Jacob Phillips, Network Manager/Technology Director
Steilacoom Historical School District

Susan Greer, Teaching and Learning
Steilacoom Historical School District

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Purpose — Technology Planning

Technology Planning Purpose

The purpose of this Technology Plan is twofold. It serves as our state approved plan to allow us to submit for FCC Erate funding. It also provides District Leaders, Staff, the Teaching and Learning Department, and the Technology Department a clear road map to follow when planning and implementing new technology to support the growth of student learning in Steilacoom Historical School District. The 2014-2017 Technology Plan covers the following areas:

- Clear goals and realistic strategies for using telecommunications and information technology to improve education services.
- Professional development strategies to ensure that staff know to use new and existing technologies to improve education services.
- Assessment of the telecommunication services, hardware, software, and other services that will be needed to improve education services.
- Sufficient budget to acquire and support the technology elements of the plan: hardware, software, professional development, support, support staff, and any other services that will be needed to implement the strategy.
- Evaluation process that enables the school to monitor progress toward the specified goals and make mid-course corrections in response to new developments and opportunities as they arise.

The content of this document and progress of this plan will be ever changing through the evaluation processes set in place to ensure that the overall goal of student achievement is best supported.

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Goals & Strategies — Priority 1 Eligible Services

E-rate Priority 1 Services Connections to District's Educational Goals

Based on Steilacoom Historical School District's Free and Reduced Meals rate it qualifies for a 46% discount on E-Rate Priority 1 funds from the FCC.

E-rate Priority 1 Funding is used to support all of Steilacoom Historical School District's phone services, long distance, inter-building network connections, shared internet connection and website hosting. These critical systems either directly or indirectly play a vital support role for all other systems used within the district to support students, families, and staff.

Classroom teachers, students, administrators, staff, and families use the internet based Skyward Student Information System for all aspects of student achievement, assessment, and records keeping. Teachers also use internet resources for instruction. Student achievement is assessed through the use of web-based technology. Students continually use the network and internet for completing research and learning collaboration. School Messenger is our main district communications tool for students and families about important school information and emergencies.

Many student programs such as keyboarding, reading, and mathematics rely on our inter-district network as well as our internet connection as they are centrally or cloud hosted applications. Also, internal network and internet connections are utilized by students to complete the Smarter Balanced Assessment.

Smarter Balanced Assessment Consortium (SBAC) is a bipartisan, state-led group developing assessments aligned to the Common Core State Standards in English language arts and math. These new standards call for deeper thinking and interaction with content. The SBAC will be accessible to students through the internet secure browser. It is our goal to provide sufficient bandwidth capacity, robust network infrastructure and tools to support student access to SBAC assessments.

Providing these network resources is a necessity in today's teaching and learning environments. In order to ensure these resources are utilized to their maximum capabilities and for their intended purposes, the district will analyze bandwidth use and maintain and update telecommunications systems to provide staff, students and community members adequate and reliable communication capabilities.

The goal is to provide students with the tools needed to be successful. The first phase of this is to assess the districts capability to provide those tools effectively.

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Goals & Strategies — Priority 2 Eligible Services

E-rate Priority 2 Services Connections to District's Educational Goals

Based on Steilacoom Historical School District's Free and Reduced Meals rate, it does not qualify for E-Rate Priority Two funds from the FCC.

The Steilacoom Historical School District technology program continues to grow at a very fast pace. While it does not qualify for E-rate Priority 2 Funding, these types of services are continually utilized. We continue to monitor our E-rate Priority 2 qualification status as well as seek out other funding sources for these services such as General Funds, Bond Funds, Capital Funds, and Grants. District technology needs and planning are a continuous topic of discussion to ensure we are meeting the district's educational goals.

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Professional Development

District Staff Professional Development

Teachers, administrators, and other education professionals use technology and research to design personalized, authentic, and student-centered learning opportunities to meet the diverse needs and interests of all students. The following are professional growth opportunities that are in place or planned to support technology and other online learning tools.

- Steilacoom Historical School District's Teaching and Learning department has an established professional development calendar that includes training modules surrounding the proper use of technology.
- The Teaching and Learning Department is building a staff of technology leaders in each building so staff can quickly access assistance when needed.
- New staff members receive technology training before school begins and periodically throughout the year as requested.
- Through the use of a future distributed media content system, the Teaching and Learning Department will create recorded training modules that will be available to staff members through any internet-ready device.
- Educational Service District (ESD) – Workshops are available that cover many topics from curricular integration to emerging technologies.

Technology Department Staff Professional Development

In order to support integration of technology into teaching and learning it is important that Technology Department staff possess the appropriate skills and training necessary to support technology used in the teaching and learning environment. The Technology Department's goal is to continue professional development and training in order to support the core teaching and learning goals in a proficient and efficient manner. As a result of these needs the following action items will be addressed and continue to be reviewed to support technology integration into teaching and learning.

- Increase budget for specialized training
 - Professional Certifications
 - System Specific Training
- Plan for indicating training needs
 - Staff Assessments
- Benchmarks and Milestones
 - Develop Benchmarks
 - Develop Milestones
- Training Agreements
- Position Cross Training
 - Knowledge and Information Transfer

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Needs Assessment/Network & Telecom

Technology Strategic Planning

In alignment with the District Strategic Plan, the Technology Plan will evolve to support the core district goals and strategies. To accomplish this, the Technology Department along with the Technology Planning Committee will ensure technology planning will encompass: Family and Community Involvement, Resource Management, Teaching and Learning, and Safety, Service and Support.

Existing Technology Infrastructure

The district network consists of 6 sites interconnected using Metro Ethernet (ENS) 1Gb multipoint to multipoint connections. At each site there are separate VLANs for local data and IP communications. The shared 100Mb district internet connection is located at Steilacoom High School. All servers are virtual and centrally located at Steilacoom High School with the exception of a physical server at each site to provide DNS/DHCP/Domain functions. The district voice over IP system is centrally located at Steilacoom High School where it utilizes two PRI circuits to provide 702 DIDs and can handle 46 concurrent calls. Anderson Island utilizes a DSL internet connection with a secure VPN connection to the main district. Anderson Island voice communications consists of 5 POTS lines.

Main District

- Network - Comcast Metro Ethernet (ENS) 1Gb multipoint to multipoint connections between 6 sites. Individual VLANs are utilized for each site consisting of; Staff Vlan, Student Vlan, Voice Vlan, Wireless Vlan. All schools have wireless networking.
- Internet - District Internet is provided by a shared 100Mb K-20 connection.
- Servers - District servers are virtual in VMWare environment and operate on Microsoft Windows Server 2003/2008/2012 and Linux. Each building has a site located Domain Controller, DNS, DHCP Server.
- Storage - Storage is central with EMC SAN Network Storage and separate HP SAN Network Storage for CTE. The district has a total of 51TB of central storage.
- Phones - Cisco UCM VoIP System is central with voice routers and local fail over capability at each site. Total of 300 phones, all are Cisco POE powered handsets. Central System has two PRI Circuits with 702 DIDs and can handle 46 concurrent calls. Each site has standard POTS lines for FAX/Alarm Systems/Voice Failover.
- Security - Various camera brands and various site located recording devices and DVRs.
- Video conferencing via K20 connection.

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

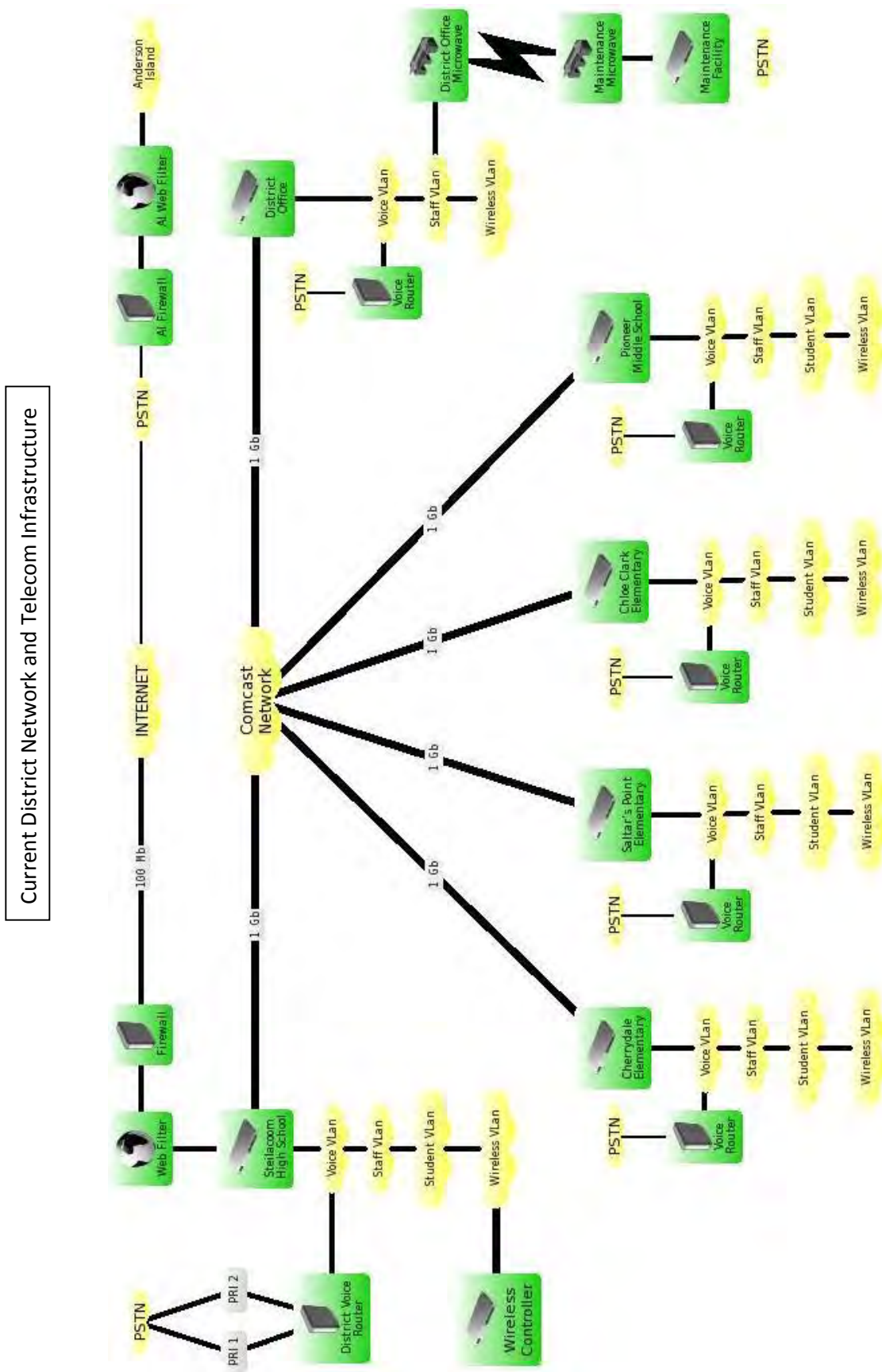
Anderson Island

- Network is supported by DSL internet connection with VPN to main district. Anderson Island Elementary has a separate domain, firewall, internet filter, and Domain/DNS/DHCP Server.
- There are a total of 5 POTS lines for voice communications at Anderson Island Elementary.

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Needs Assessment/Network & Telecom



Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

Upgrades and Acquisitions Necessary to Meet Educational Goals

The District technology infrastructure is being moved to a centralized internal cloud model that allows the equalization of technology and central management. There will also more use of externally hosted cloud based internet systems for student information, web hosting, office document collaboration, student testing, student assessments, and student email accounts.

- Integration with Microsoft Office 365 to support student collaboration
- Digital Media Distribution System to replace current analog system
- Bell/Intercom/Clock System replacement to centrally managed district wide system
- Storage growth, add 20TB to accommodate growth
- VoIP Phone System Upgrade
- Continue computer replacement cycle
- Learning Management System
- Increase internet bandwidth from 100Mb to 250Mb to accommodate growth
- Switch Replacement Cycle and Upgrades
- Building cabling upgrades and additions
- Centrally managed district/building safety and emergency response system
- UPS replacements in MDFs and IDF's
- Additional Technology Staff and Technology Staff restructuring

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Needs Assessment/Network & Telecom

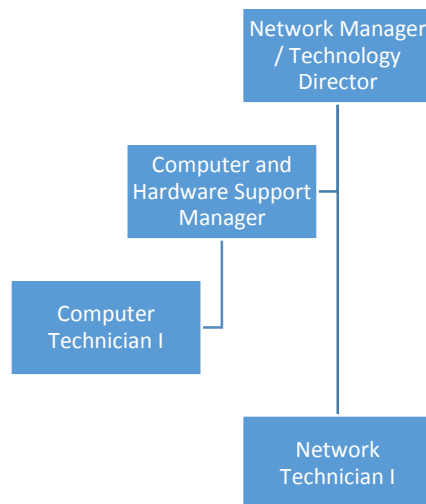
Maintenance and Tech Support to Meet Educational Goals

Based on anticipated growth and continued movement to more mobile computing devices for students, there are three key areas that require continued focus to meet the district's educational goals: staffing and support, computer and network planning, and budget.

Staffing and Support

Current Staffing

- Current Positions
 - Network Manager/Technology Director
 - Computer and Hardware Support Manager
 - Computer Technician I
 - Network Technician I



- Technology Support Ratios
 - Device ratio per technician
 - Computer ratio per technician: 620.5
 - Phone ratio per technician: 163.5
 - Student ratio per technician: 783.75
 - Teacher ratio per technician: 40.5
 - All Staff ratio per technician: 97

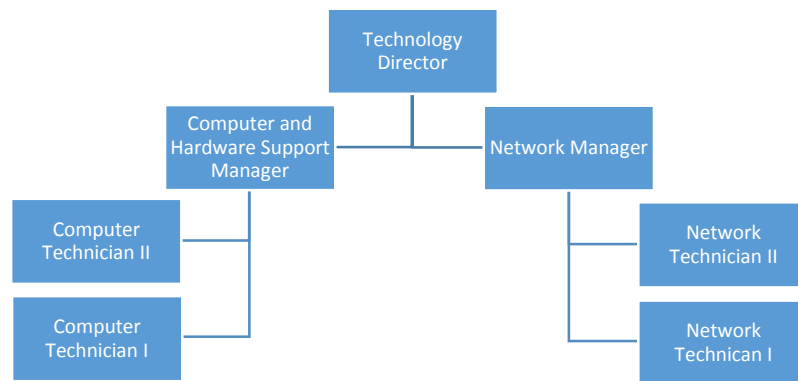
Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Needs Assessment/Network & Telecom

Proposed Staffing

- Technology Director
 - Computer and Hardware Support Manager
 - Computer Technician II
 - Computer Technician I
 - Network Manager
 - Network Technician II
 - Network Technician I



Technology Help Desk

- Create designated Device Matrix by position for staff
- Create Service Level Agreements (SLA)
 - Prioritize work orders
 - Clear expectations of support timelines

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

Device and Network Planning

Minimum Device Requirements

- Minimum Desktop Computer Requirements
 - Intel Core i3 Processor or equivalent
 - 4 GB RAM
 - 500 GB Hard Drive
 - Current Windows Operating System
 - DVD-R/RW
 - 100/1000 MB/s Ethernet Adapter
 - 20” LED LCD Display
 - Extended warranty plan for expected life of computer
- Minimum Laptop Computer Requirements
 - Intel Core i3 Processor or equivalent
 - 4 GB RAM
 - 500 GB Hard Drive
 - Current Windows Operating System
 - DVD-R/RW
 - 100/1000 MB/s Ethernet Adapter
 - 802.11b/g/n Wireless Adapter
 - 13” LED LCD Display
 - Extended warranty plan for expected life of computer
- Minimum Tablet/Mobile Device Requirements
 - Must be compatible with current District Mobile Device Management System
 - Must be compatible with current District Internet Content Filtering
 - Must be compatible with District Active Directory authentication
 - Must be evaluated by Technology Department

Network Planning

- Building Servers
 - Replace on 5 year cycle
- Network Upgrades
 - Switch Replacements
 - Replace on 7-8 year cycle
 - Network Cabling
 - Eliminate the need for in classroom switches
 - Wireless Network
 - Continue growth and expansion for increased load balancing

Steilacoom Historical School District No. 1

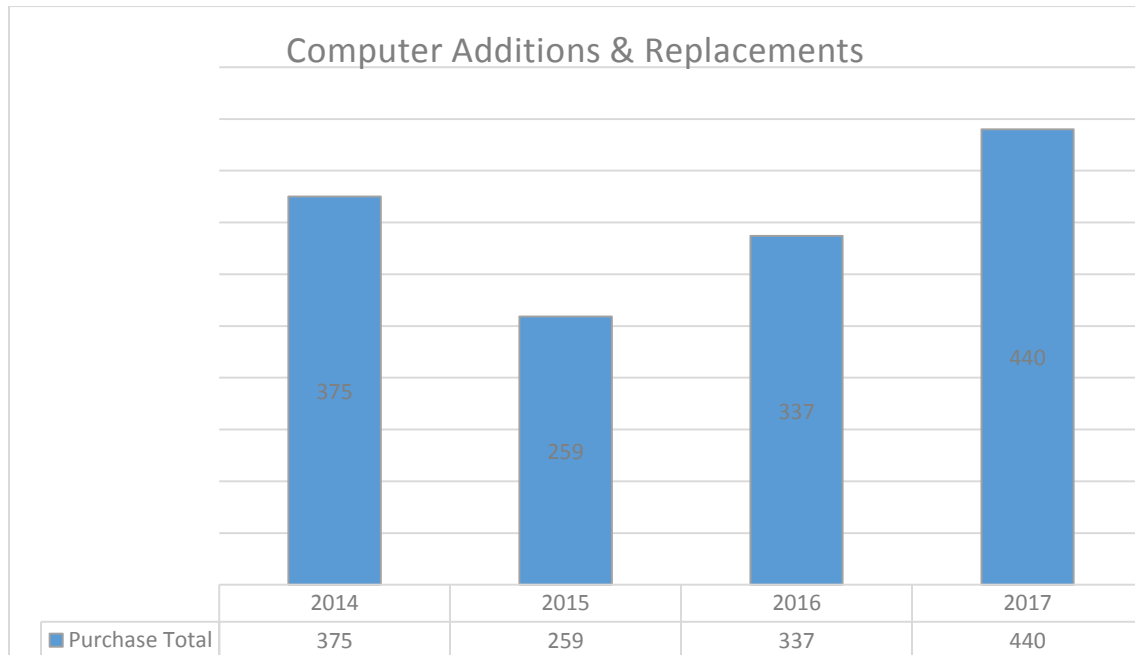
Technology Plan 2014-2017

Needs Assessment/Network & Telecom

Computer Replacement and Acquisitions

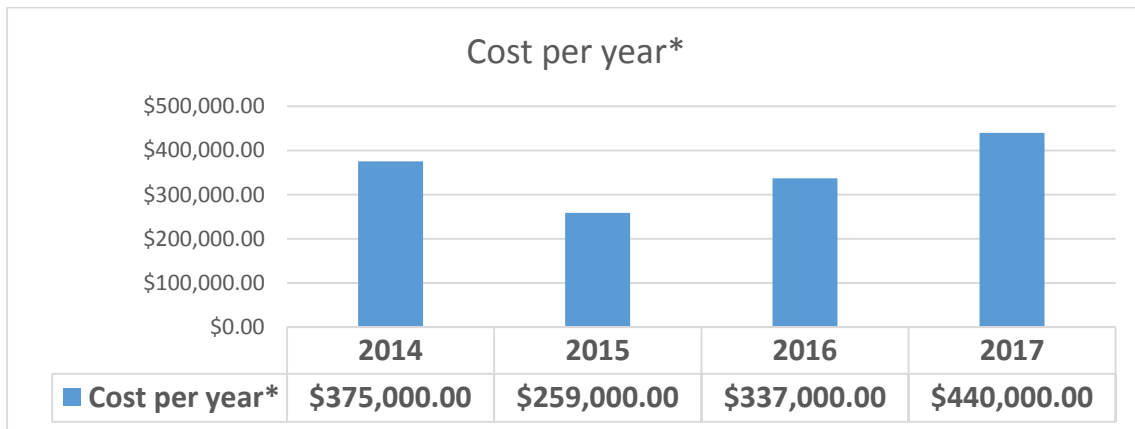
Counts

	2014	2015	2016	2017
Replacements	245	184	217	320
Additions	130	75	120	120
Purchase Total	375	259	337	440



Cost

Year	2014	2015	2016	2017
Cost per year*	\$375,000.00	\$259,000.00	\$337,000.00	\$440,000.00



*Costs based on current pricing

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

Budget

Current and Future Budget

2013 E-rate

2013 E-rate Eligible Services	Total Annual Cost	E-rate Discount		Actual Annual Cost
Anderson Island Telco and Internet	\$3,370	-\$2,696	80%	\$674
District Telco	\$33,641	-\$15,475	46%	\$18,166
District Cell Phones	\$14,678	-\$6,752	46%	\$7,926
District Website Hosting	\$9,610	-\$3,478	46%	\$6,132
Comcast Network Services	\$76,920	-\$35,383	46%	\$41,537
Annual Totals	\$138,219	-\$63,784		\$74,435

2014-2017 E-rate

E-rate Eligible Services	2014	2015	2016	2017	Total Cost*
Anderson Island Telco and Internet	\$3,370	\$3,370	\$3,370	\$3,370	\$13,480
District Telco	\$33,641	\$33,641	\$33,641	\$33,641	\$134,564
District Cell Phones	\$14,678	\$14,678	\$14,678	\$14,678	\$58,712
District Website Hosting	\$9,610	\$9,610	\$9,610	\$9,610	\$38,440
Comcast Network Services	\$76,920	\$76,920	\$76,920	\$76,920	\$307,680
Pre E-rate Totals*	\$138,219	\$138,219	\$138,219	\$138,219	\$552,876

*Total cost before projected E-rate discount

*Costs based on current pricing

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

2013 Non E-rate

Description	2013
Hardware and Network Support	\$125,000.00
Software, Licenses, and Renewals	\$137,000.00
Purchased Services	\$5,000.00
Classroom Hardware Support	\$31,000.00
Phone Service Support	\$4,000.00
Computer/Laptop Replacements	\$284,000.00
Computer/Laptop Additions	\$212,000.00
K-20 Internet	\$14,200.00
Copiers and Printers	\$75,000.00
Wireless Network	\$150,000.00
Total	\$1,037,200.00

2014-2017 Non E-rate

Description	2014	2015	2016	2017	Cycle Totals*
Hardware and Network Support	\$125,000.00	\$125,000.00	\$125,000.00	\$125,000.00	\$500,000.00
Software, Licenses, and Renewals	\$137,000.00	\$137,000.00	\$137,000.00	\$137,000.00	\$548,000.00
Purchased Services	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$100,000.00
Classroom Hardware Support	\$31,000.00	\$31,000.00	\$31,000.00	\$31,000.00	\$124,000.00
Phone Service Support	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$16,000.00
Computer/Laptop Replacements	\$285,000.00	\$285,000.00	\$285,000.00	\$292,000.00	\$1,147,000.00
Computer/Laptop Additions	\$75,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$435,000.00
K-20 Internet	\$14,200.00	\$28,000.00	\$28,000.00	\$28,000.00	\$98,200.00
Copiers and Printers	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$300,000.00
Professional Development	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$100,000.00
Total	\$796,200.00	\$855,000.00	\$855,000.00	\$862,000.00	\$3,368,200.00

*Costs based on current pricing

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Needs Assessment/Network & Telecom

2014-2017 Additional Projects

Additional Projects	Estimated Cost*
Bells and Clocks	\$100,000.00
Safety/Emergency Resp. System	\$300,000.00
Access Control System	\$300,000.00
Phone System Upgrade	\$150,000.00
Media Distribution System	\$150,000.00
Building Network Cabling	\$125,000.00
UPS's and Power	\$100,000.00
Total	\$1,225,000.00

*Costs based on current pricing

2014-2017 Total Budget

Total Technology Budget 2014-2017	
Description	Cost*
Erate (before discounts)	\$552,876.00
Non -Erate	\$3,368,200.00
Additional Projects	\$1,225,000.00
Total	\$5,146,076.00

*Costs based on current pricing

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

Process to Monitor Progress toward Technology Goals

The current processes to monitor progress toward technology goals are an annual internal District Technology Survey and the results from the quarterly submissions to the Technology Readiness Tool Inventory. This Technology Plan will see the addition of a District Technology Advisory Committee as well as a quarterly review of the Technology Plan itself.

2013 District Technology Survey

1. Which building is your primary location?

Steilacoom High School
Pioneer Middle School
Saltar's Point Elementary
Anderson Island Elementary
Cherrydale Elementary
Chloe Clark Elementary
District Office
Maintenance
Student Services



Response Total	Response Percent
22	24%
17	19%
13	14%
1	1%
14	15%
18	20%
3	3%
1	1%
2	2%
Total Respondents 91	

2. Which best describes your position within the district?

Administrator
Teacher
Custodial
Office
Para Educator
Nurse
Specialist
Maintenance and Facilities
Support Staff



Response Total	Response Percent
0	0%
48	53%
3	3%
9	10%
12	13%
4	4%
6	7%
1	1%
8	9%
Total Respondents 91	

3. How would you rate your computer expertise?

Novice
Basic User
Advanced User
Expert



Response Total	Response Percent
0	0%
47	52%
42	46%
2	2%
Total Respondents 91	

4. Please rate each item provided by Technology Services according to your level of overall satisfaction.

	Very Satisfied (5 Points)	Satisfied (4 Points)	Neutral (3 Points)	Dissatisfied (2 Points)	Very Dissatisfied (1 Point)	Response Total
The computing environment at SHSD	34.09% (30) (150pts)	39.77% (35) (140pts)	19.32% (17) (51pts)	5.68% (5)(10pts)	1.14% (1)(1pts)	88 (352pts) (4avg)
The variety of services	39.77% (35) (175pts)	38.64% (34) (136pts)	19.32% (17) (51pts)	1.14% (1)(2pts)	1.14% (1)(1pts)	88 (365pts) (4.15avg)
The reliability of services	42.22% (38) (190pts)	42.22% (38) (152pts)	12.22% (11) (33pts)	2.22% (2)(4pts)	1.11% (1)(1pts)	90 (380pts) (4.22avg)
The timeliness of services	53.85% (49) (245pts)	39.56% (36) (144pts)	4.4% (4)(12pts)	1.1% (1)(2pts)	1.1% (1)(1pts)	91 (404pts) (4.44avg)
The prioritization of my requests	50% (45)(225pts)	37.78% (34) (136pts)	12.22% (11) (33pts)	0% (0)(0pts)	0% (0)(0pts)	90 (394pts) (4.38avg)
Total Respondents						91

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

5. The Information Technology department provides support for various information services and tools. Please rate each item according to your level of overall satisfaction.

	Very Satisfied (5 Points)	Satisfied (4 Points)	Neutral (3 Points)	Dissatisfied (2 Points)	Very Dissatisfied (1 Point)	Response Total
Telephone service	39.56% (36) (180pts)	47.25% (43) (172pts)	10.99% (10) (30pts)	1.1% (1)(2pts)	1.1% (1)(1pts)	91 (385pts) (4.23avg)
Computer Support	48.35% (44) (220pts)	41.76% (38) (152pts)	7.69% (7)(21pts)	1.1% (1)(2pts)	1.1% (1)(1pts)	91 (396pts) (4.35avg)
Email	46.15% (42) (210pts)	47.25% (43) (172pts)	5.49% (5)(15pts)	0% (0)(0pts)	1.1% (1)(1pts)	91 (398pts) (4.37avg)
Internet and network access	38.46% (35) (175pts)	50.55% (46) (184pts)	6.59% (6)(18pts)	3.3% (3)(6pts)	1.1% (1)(1pts)	91 (384pts) (4.22avg)
Skyward	32.97% (30) (150pts)	47.25% (43) (172pts)	14.29% (13) (39pts)	4.4% (4)(8pts)	1.1% (1)(1pts)	91 (370pts) (4.07avg)
Support for computer labs	18.87% (14) (70pts)	31.33% (26) (104pts)	46.99% (39) (117pts)	2.41% (2)(4pts)	2.41% (2)(2pts)	83 (297pts) (3.58avg)
Smart Board Support (smart board, projector, document camera)	26.74% (23) (115pts)	29.07% (25) (100pts)	37.21% (32) (96pts)	5.81% (5)(10pts)	1.16% (1)(1pts)	86 (322pts) (3.74avg)
Internet filtering	22.09% (19) (95pts)	39.53% (34) (136pts)	32.56% (28) (84pts)	4.65% (4)(8pts)	1.16% (1)(1pts)	86 (324pts) (3.77avg)
Technology Help Desk (technology electronic support system)	42.22% (38) (190pts)	41.11% (37) (148pts)	13.33% (12) (36pts)	2.22% (2)(4pts)	1.11% (1)(1pts)	90 (379pts) (4.21avg)
Bell and Clock systems	14.94% (13) (65pts)	33.33% (29) (116pts)	36.78% (32) (96pts)	14.94% (13) (26pts)	0% (0)(0pts)	87 (303pts) (3.48avg)
Video Systems	16.47% (14) (70pts)	35.29% (30) (120pts)	37.65% (32) (96pts)	7.06% (6)(12pts)	3.53% (3)(3pts)	85 (301pts) (3.54avg)
Sound Systems (In Classroom)	19.77% (17) (85pts)	32.56% (28) (112pts)	32.56% (28) (84pts)	12.79% (11) (22pts)	2.33% (2)(2pts)	86 (305pts) (3.55avg)
Total Respondents						91

6. What technology services would make it easier for you to work?

		Ranking Average
Improved communication about offerings	<div><div></div></div>	4.11
Email upgrades	<div><div></div></div>	4.43
Improved network speed	<div><div></div></div>	3.1
Training	<div><div></div></div>	3.19
Data storage and backup improvements	<div><div></div></div>	4.37
Easier, more direct access to appropriate help	<div><div></div></div>	4.6
More responsive help	<div><div></div></div>	5.97
One-on-one consulting and support	<div><div></div></div>	5.75
Total Respondents		73
(skipped this question)		18

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

Quarterly Technology Readiness Tool Inventory

Device Indicators

Steilacoom Hist. School District - 100% of Devices
Meet the Minimum Requirements

Meeting Requirements

TBD

0%-25%

26%-50%

51%-75%

76%-100%

Organization	Org Code	Completion Status	Total Devices	# Devices Meeting All Minimum Requirements	% Devices Meeting All Minimum Requirements
Anderson Island Elementary	WA-270012040	Yes	27	27	100%
Cherrydale Elementary	WA-270013446	Yes	171	171	100%
Chloe Clark Elementary	WA-270014562	Yes	129	129	100%
Pioneer Middle	WA-270012237	Yes	332	332	100%
Saltars Point Elementary	WA-270013827	Yes	185	185	100%
Steilacoom High	WA-270014131	Yes	292	292	100%

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

Network Indicators

Steilacoom Hist. School District - 100% of Students
can be Tested in the Window, based on Minimum
Requirements

Percent Coverage

TBD

0%-25%

26%-50%

51%-75%

76%-100%

Org	Org Code	Completion Status	Est Internet Bandwidth	Est Internet Bandwidth Utilization (%)	Est Internal Network Bandwidth	Est Network Bandwidth Utilization (%)	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Possible Test Starts in Window	% of Students that can be Tested in the Window
Anderson Island Elementary	WA-270012040	Yes	<2 Mbps (e.g., ADSL/T1/D S1)	60	100 Mbps (e.g., Fast Ethernet)	60	2	8	10	400	~100%
Cherrydale Elementary	WA-270013446	Yes	100 Mbps (e.g., Fast Ethernet)	60	100 Mbps (e.g., Fast Ethernet)	60	77	308	15	30000	~100%
Chloe Clark Elementary	WA-270014562	Yes	100 Mbps (e.g., Fast Ethernet)	60	100 Mbps (e.g., Fast Ethernet)	60	152	608	20	40000	~100%
Pioneer Middle	WA-270012237	Yes	100 Mbps (e.g., Fast Ethernet)	60	100 Mbps (e.g., Fast Ethernet)	60	642	2568	25	50000	~100%
Saltars Point Elementary	WA-270013827	Yes	100 Mbps (e.g., Fast Ethernet)	60	100 Mbps (e.g., Fast Ethernet)	60	428	1712	25	50000	~100%
Steilacoom High	WA-270014131	Yes	100 Mbps (e.g., Fast Ethernet)	60	100 Mbps (e.g., Fast Ethernet)	60	199	796	25	50000	~100%

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

Device to Test Taker Indicators

Steilacoom Hist. School District - 100% of Eligible Test-Takers can be Tested on Existing Devices, based on Minimum Requirements

Percent Coverage

TBD

0%-25%

26%-50%

51%-75%

76%-100%

Organization	Org Code	Completion Status	# Devices Meeting Minimum Requirements	Enrollment Count of Tested Grades	Total # Test Starts Needed per School	Testing Window (Days)	# Sessions per Day	# Possible Test Starts With Existing Devices	% of Students that can be Tested
Anderson Island Elementary	WA-270012040	Yes	27	2	8	10	1	270	100%
Cherrydale Elementary	WA-270013446	Yes	171	77	308	15	1	2565	100%
Chloe Clark Elementary	WA-270014562	Yes	129	152	608	20	1	2580	100%
Pioneer Middle	WA-270012237	Yes	332	642	2568	25	1	8300	100%
Saltars Point Elementary	WA-270013827	Yes	185	428	1712	25	1	4625	100%
Steilacoom High	WA-270014131	Yes	292	199	796	25	1	7300	100%

Steilacoom Historical School District No. 1

Technology Plan 2014-2017

Evaluation Process

Outcomes of Previous Technology Plan

Based on the needs of the 2010-2013 Technology Plan, support efficiency and technology reliability saw great improvements. This allows better distribution of workloads to individual users and faster more reliable communications to students, parents, and staff. It also provides a robust foundation to accomplish the goals of the 2014-2017 Technology Plan.

Improvements made based on 2010-2013 Technology Plan-

- 1Gb WAN connections
 - Increased building connections from 3Mb to 1Gb.
- Virtual Servers
 - Vmware for all core District servers
- SAN Storage
 - Increased total District storage capacity from 8TB to 51TB
 - 20TB dedicated to CTE
- District Backup System
 - 22TB Compressed backup space
- Wireless Network District Wide
- Technology Help Desk Ticket System
 - Implemented electronic help desk
- Computer Replacement Cycle
 - 5 year cycle
- Computer/Hardware Software Remote Management System
- Laptops
 - Mobile carts with 60 Laptops in each building
- Email Server Upgrade
 - Exchange 2003 to Exchange 2013
 - Email Spam filter upgrade
- Internet Filter Upgrade
- Website Upgrade
 - Externally hosted Content Management System
- Increased District Internet Bandwidth
 - 50Mb to 100Mb
- 24 hours X 7 days network and internet usage monitoring
 - SNMP
 - Netflow
- Mobile Device Management

Steilacoom Historical School District No. 1
Technology Plan 2014-2017
Evaluation Process

Course Corrections, Respond to Changes, and New Developments

- Form a District Technology Advisory Committee
 - Members
 - School Board
 - Administrators
 - Finance
 - Student Services
 - Technology
 - Teaching and Learning
 - Staff
 - Community
 - Students
- Evaluate District Staff Feedback from District Technology Surveys.
- Complete and Evaluate Quarterly Technology Readiness Tool Inventory.
- Quarterly review of District Technology Plan.



Steilacoom Historical School District No. 1
510 Chambers Street
Steilacoom, WA 98388-3311
Telephone: (253) 983-2200 Fax: (253) 584-7198

Technology Services

June 30, 2014

Mr. Dennis Small, Educational Technology Director
Office of Superintendent of Public Instruction
PO Box 47200
Olympia, WA 98504-7200

Dear Mr. Small:

The School Board of Steilacoom Historical School District #1 has reviewed the district's technology plan and is in full accord and agreement with the contents and direction of the plan. The Board has also agreed to support:

1. Ongoing efforts to implement the elements of this plan
2. Maintain currency within the plan through regularly scheduled reviews.

The district's technology plan does, to the best of our knowledge, comply with the criteria established for state approval. This technology plan was approved and adopted by the School Board on June 26, 2014.

Samuel Scott, School Board Chair
Steilacoom Historical School District

Kathi Weight, Superintendent
Steilacoom Historical School District

PART-TIME, HOME-BASED, OR OFF-CAMPUS STUDENTS

Part-time students are permitted to enroll and receive ancillary services, provided that such students are otherwise eligible for full-time enrollment in the school district and such courses or services are not available in the student's private school or an approved extension. Part-time status also includes any student, not enrolled in a private school, who is receiving home-based instruction and taking courses at or receiving ancillary services from the district or both, or any student involved in an approved work training program.

Home-based instruction will consist of instructional and related educational activities, including the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of an appreciation of art and music. Such instruction will be equivalent, as liberally construed, to the total annual program hours per grade level as established for public schools.

Home-based instruction may be provided by a parent who has filed a declaration of intent with the superintendent by September 15, or within two (2) weeks of the beginning of any quarter, trimester or semester. Parents may file their declaration of intent with the school district in which they reside or in a school district that has accepted their student pursuant to RCW 28A.225.225, Choice. All decisions relating to philosophy or doctrine, selection of books, teaching materials and curriculum, and methods, timing, place, and provision for the evaluation of home-based instruction will be the responsibility of the parent. Failure of a parent to comply with the standards as specified in the law will constitute a violation of the compulsory attendance law.

A student may be enrolled in an off-campus instruction program provided that such experiences have been approved by the superintendent, or designee.

The superintendent will establish procedures that define the district's responsibilities for home-based and off-campus instruction.

Legal References:

RCW 28A.150.350 Part-time students — Defined — Enrollment authorized — Reimbursement for costs--Funding authority recognition — Rules, regulations

RCW 28A.195.010 Private schools — Exemption from high school assessment requirements — Extension programs for parents to teach children in their custody

RCW 28A.200.010 Home-based instruction — Duties of parents — Exemption from high school assessment requirements

RCW 28A.200.020 Home-based instruction — Certain decisions responsibility of parent unless otherwise specified

RCW 28A.225.010 Attendance mandatory — Age — Exceptions

RCW 28A.225.220 Adults, children from other districts, agreements for attending school — Tuition

RCW 28A.225.225 Applications from nonresident students or

students receiving home-based instruction to attend district
school — School employees' children — Acceptance and rejection standards — Notification

WAC 392-121-182 Alternative learning experience requirements

WAC 392-134-010 Attendance rights of part-time public school
students

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 6.26.14

WITHDRAWAL PRIOR TO GRADUATION

Students age 16 or older identified by themselves or staff as potential dropouts will become a focus of attention in the following manner:

- A. Each student and his/her counselor will meet for the purpose of discussing the reason for desiring to withdraw from school and the student's plans for the future, including the educational, counseling and related services which are available within the school and/or community.
- B. The counselor and the student's teachers will meet to discuss the student's present status and to identify program modifications and/or options that will meet the student's present and future needs.
- C. The student, parent or guardian, counselor and principal will review all pertinent information and the options that are available to the student and his/her parents.

Reasonable efforts will be made to persuade the student to remain in school and complete requirements for a diploma. If unsuccessful, staff will attempt to find placement in an appropriate alternative educational setting. Failing that, the principal will determine if there is sufficient ground to excuse the student from continued compulsory attendance. If there is, the principal will recommend to the superintendent that the student be excused from further school attendance.

No student under the age of 18 will be permitted to withdraw unless he or she is lawfully and regularly employed and either a parent agrees that the student should not be required to attend school, or the student has been emancipated in accordance with Chapter 13.64 RCW. No student under the age of 16 will be permitted to withdraw from further school attendance unless another exception to compulsory attendance has been met.

The superintendent will provide the board an annual early withdrawal report which outlines the age and grade level for each student, the reason(s) for leaving and any follow-up data that has been collected after the student has withdrawn.

Cross References: 2163 - Response to Intervention
 2140 - Guidance and Counseling
 2121 - Substance Abuse Program
 2108 - Remediation Programs
 2090 - Program Evaluation

Legal References: RCW 28A.225.010 Attendance mandatory — Age —Exceptions
 RCW 28A.225.020 School's duties upon child's failure to attend school

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 6.26.14

RELEASE OF INFORMATION CONCERNING STUDENT SEXUAL AND KIDNAPPING OFFENDERS

The district recognizes its responsibility for the health and safety of all students, including students required to register as a sex or kidnapping offender enrolled within the district. Therefore, the board will take appropriate precautionary measures in situations where the building principal has been advised by law enforcement officials that a student required to register as a sex or kidnapping offender is enrolling or is attending a school within the district.

Principal Responsibilities

Principals are required to respond to notification by local law enforcement and to disseminate information about students required to register as a sex or kidnapping offender to appropriate staff within the school based on the following offender levels:

Level I

Sex offenders are classified as Level I when their risk assessments indicate a low risk of reoffense within the community at large.

Level II

Sex offenders are classified as Level II when their risk assessments indicate a moderate risk of reoffense within the community at large.

Level III

Sex offenders are classified as Level III when their risk assessments indicate a high risk of reoffense within the community at large.

A principal receiving notice must disclose the information received as follows:

- A. If the student who is required to register as a sex offender is classified as a risk Level II or III, the principal will provide the information received to every teacher of any student required to register and to any other personnel who, in the judgment of the principal, supervises the student or for security purposes should be aware of the student's record.
- B. If the student who is required to register as a sex offender is classified as a risk Level I, the principal will provide the information received to personnel who, in judgment of the principal, for security purposes, should be aware of the student's record.
- C. Students required to register as a kidnapping offender are not subject to leveling and therefore should be treated on a case-by-case basis.

The principal will designate additional school personnel to be notified following consultation with probation/parole (or the student's family if not on court supervision) in order to identify or recognize high-risk situations. The following staff should be considered: district superintendent or designee, adjacent building principals, appropriate administrative and teaching staff, security personnel, volunteers or paraprofessionals working in the student's classrooms; and counselors, coaches, advisors, nurses, bus drivers, custodians, district daycare providers and playground supervisors that may have contact with the student.

Collaboration

The principal will work with local law enforcement to coordinate the receipt of notifications regarding students registered as sex or kidnapping offenders. The principal or designee will also consult and collaborate with department of corrections, juvenile justice staff, treatment providers,

victim support groups, and families, as applicable, when working with students required to register as a sex or kidnapping offender.

Confidentiality

The principal and school staff will maintain confidentiality regarding these students, the same as all students in the school. Any written information or records received by a principal as a result of a notification are confidential and may not be further disseminated except as provided in state or federal law.

Immunity from Liability

Any school district or employee who releases the information in compliance with federal and state law is immune from civil liability for damages unless it is shown that the school district or district employee acted with gross negligence or in bad faith.

Inquiries by the Public

Inquiries by the public at large (including parents and students), regarding students required to register as a sex or kidnapping offender are to be referred directly to local law enforcement. Law enforcement agencies receive relevant information about the release of sex and kidnapping offenders into communities and decide when such information needs to be released to the public.

Student Rights and Responsibilities

All students, including those students required to register as a sex or kidnapping offender, have a constitutional right to a public education. A student required to register as a sex or kidnapping offender is also required to notify law enforcement of their intent to enroll in school.

Written Procedures

The Superintendent or his/her designee will adopt written procedures for school principals describing how they will disseminate information received from law enforcement with appropriate school personnel.

Cross References: 3143 - District Notification of Juvenile Offenders
 3120 - Enrollment

Legal References: RCW 4.24.550 Sex offenders and kidnapping offenders — Release of information to public — Web site
 RCW 9A.44.130 Registration of sex offenders and kidnapping offenders — Procedures — Definition — Penalties
 RCW 13.04.155 Notification to school principal of conviction, adjudication, or diversion agreement — Provision of information to teachers and other personnel — Confidentiality
 RCW 13.40.215 Juveniles found to have committed violent or sex offense or stalking — Notification of discharge, parole, leave, release, transfer, or escape — To whom given — School attendance — Definitions
 RCW 28A.225.330 Enrolling students from other districts — Requests for information and permanent records — Withheld transcripts — Immunity from liability — Notification to teachers and

security personnel — Rules

RCW 72.09.345 Sex offenders — Release of information to protect public — End-of-sentence review committee — Assessment — Records access — Review, classification, referral of offenders — Issuance of narrative notices

20 U.S. C. 1232g et.seq Family and Educational and Privacy Rights Act of 1994

Art. IX, Section 1, Washington State Constitution

Management Resources:

Policy News, December 2006 Student Sex and Kidnapping Offender Notice Requirements

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 6.26.14

STUDENT DRESS

Preserving a beneficial learning environment and assuring the safety and well-being of all students are primary concerns of the board of directors.

Students' choices in matters of dress should be made in consultation with their parents.

Student dress will only be regulated when, in the judgment of school administrators, there is a reasonable expectation that:

- A. A health or safety hazard will be presented by the student's dress or appearance including possible membership in a gang or hate groups;
- B. Damage to school property will result from the student's dress; or
- C. A material and substantial disruption of the educational process will result from the students' dress or appearance.

For the purpose of this policy, a material and substantial disruption of the educational process may be found to exist when a student's conduct is inconsistent with any part of the educational mission of the school district. Prohibited conduct includes the use of lewd, sexual, drug, tobacco or alcohol-related messages, or gang-related apparel.

The uniforms of nationally recognized youth organizations, and clothing worn in observance of a student's religion, are not subject to this policy.

The superintendent will establish procedures providing guidance to students, parents, and staff regarding appropriate student dress in school or while engaging in extracurricular activities. Such procedures will ensure that any student wearing, carrying, or displaying gang-related apparel, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another student will be asked, with notice to his or her parents, to make appropriate corrections and be subject to discipline if the corrections are not undertaken.

Cross References: 3220 - Freedom of Expression

Legal References: RCW 28A.320.140 Schools with Special standards – Dress codes
WAC 392-400-215 Student Rights
WAC 392-400-225 School district rules defining misconduct –
Distribution of Rules

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 6.26.14

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: June 26, 2014

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION First Reading Policies 3220, 3223, 3232, 3244**
 INFORMATION _____

BACKGROUND INFORMATION:

As part of the review of the 3000 Student Series, the following policies have minor revisions for clarity. All revisions follow WSSDA's model policy language.

3220 Freedom of Expression

3223 Freedom of Assembly

3232 Parent Student Rights in Administration of Surveys, Analysis or Evaluations

3244 Prohibition of Corporal Punishment

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to move Policies 3220, 3223, 3232, and 3244 to Second Reading.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

FREEDOM OF EXPRESSION

The free expression of student opinion is an important part of education in a democratic society. Students' verbal and written expression of opinion on school premises is to be encouraged so long as it does not substantially disrupt the operation of the school. Students are expressly prohibited from the use of vulgar and/or offensive terms in classroom or assembly settings.

The superintendent ~~will~~shall develop guidelines assuring that students are able to enjoy free expression of opinion while maintaining orderly conduct of the school.

A. Student Publications

Student publications produced as part of the school's curriculum or with the support of the associated student body fund are intended to serve both as vehicles for instruction and student communication. They are operated and substantively financed by the district. Material appearing in such publications should reflect all areas of student interest, including topics about which there may be controversy and dissent. Controversial issues may be presented provided that they are treated in depth and represent a variety of viewpoints. Such materials may not: be libelous, obscene or profane; cause a substantial disruption of the school; invade the privacy of others; demean any race, religion, sex, or ethnic group; ~~or~~ advocate the violation of the law; or advertise tobacco products, liquor, illicit drugs, or drug paraphernalia.

The superintendent ~~will~~shall develop guidelines to implement these standards and ~~will~~shall establish procedures for the prompt review of any materials which appear not to comply with the standards.

B. Distribution of Materials

Publications or other material written by students may be distributed on school premises in accordance with procedures developed by the superintendent. Such procedures may impose limits on the time, place, and manner of distribution including prior authorization for the posting of such material on school property.

Students responsible for the distribution of material which leads to a substantial disruption of school activity or otherwise interferes with school operations ~~will~~shall be subject to corrective action or punishment, including suspension or expulsion, consistent with student discipline policies.

Materials ~~will~~shall not be distributed on school grounds by non-students and non-employees of the district.

Cross Reference: Board Policy 2340

3241

Religious-related Activities and
Practices

Corrective Actions or Punishment

Legal References: WAC 392-400-215

Student rights

Management Resources: *Policy News*, August 2001

A Few Civil Liberty Reminders

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised:

DRAFT

FREEDOM OF ASSEMBLY

Individual students and student organizations may meet in school rooms or auditoriums, or at outdoor locations on school grounds, to discuss, pass resolutions and take other lawful action respecting any matter which directly or indirectly concerns or affects them, whether or not it relates to school. Such activities ~~will~~shall not be permitted to interfere with the normal operation of the school.

Peaceful demonstrations are permissible, ~~however~~though they ~~must~~are to be held in designated places where they ~~will~~shall present no hazards to persons or property and at designated times that ~~will~~shall not disrupt classes or other school activities.

Cross Reference: Board Policy 2153 Noncurriculum Related Student Groups
Legal References: WAC 392-400-215 Student rights

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

PARENT AND STUDENT RIGHTS IN ADMINISTRATION OF SURVEYS, ANALYSIS OR EVALUATIONS

All instructional materials, including supplementary materials and teachers manuals, used with any survey, analysis or evaluation in a program or project supported by federal funds are available for inspection by parents and guardians.

No student will be required as part of any project or program supported by federal funds to submit to a survey, analysis or evaluation that reveals information concerning:

1. Political affiliations;
2. Potentially embarrassing mental or psychological problems;
3. Sexual behavior and attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of close family members;
6. Privileged or similar relationships;
7. Religious practices, affiliations, or beliefs of the student or student's parent; or
8. Income other than information necessary to establish eligibility for a program; without the prior consent of adult or emancipated students, or written permission of parents.

The district ~~will~~shall make arrangements to protect student privacy during the administration of surveys and the collection, disclosure or use of personal information for marketing, sales or other distribution purposes.

Legal References: 20 U.S.C. 1232h(c)
34 CFR Parts 75, 76,
and 98 (1984)

No Child Left Behind Act of 2001
Student rights in research,
experimental activities and testing

Management Resources: *Policy News*, April 2003

Districts Required to Review Collection
and Dissemination of Information

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised

PROHIBITION OF CORPORAL PUNISHMENT

Corporal punishment is any act which willfully inflicts or willfully causes the infliction of physical pain on a student, and is not permitted.

Corporal punishment does not include:

- A. The use of reasonable physical force by an administrator, teacher, other school employee or volunteer as necessary to maintain order to prevent a student from harming him/herself, other students, school staff and other persons, or property;
- B. Physical pain or discomfort resulting from or caused by training for or ~~participating~~ ~~participation~~ in athletic competition or recreational activity voluntarily engaged in by a student;
- C. Physical exertion shared by all students in a teacher-directed class activity, which may include, but is not limited to, physical education exercises, field trips or vocational education projects; or
- D. Physical restraint or the use of aversive therapy as part of a behavior management program in a student's individual education program which has been signed by the parent and is carried out according to district procedures, ~~in compliance with WAC 392-171-800(30).~~

Cross Reference: Board Policy 3241

Corrective Actions or Punishment

Legal References: RCW 28A.150.300

Corporal punishment prohibited —
Adoption of policy

WAC 392-400-235

Discipline — Conditions and limitations

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: June 26, 2014

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Approval of Cherrydale Roof Project
 INFORMATION

BACKGROUND INFORMATION: The District identified a need to redo the Cherrydale roof. The District received four competitive bids for project completion. The successful bidder was Bosnick with a proposal of \$227,263, which does not include tax. The roof project upon approval from the Board would begin immediately so completion would be end of July.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve the project for Cherrydale roof.

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



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

Steilacoom School District
Cherrydale Elementary
Date Submitted: 06/16/2014
Proposal #: 25-WA-140329
MICPA # 09-5408

Please Note: The following proposal is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This proposal should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work:

- 1 Clean entire roof using a power washer and Simple green/TSP.
- 2 On the lower roof perimeter, clean metal edge and prime with White Knight Metal primer.
- 3 Apply one coat of White Knight Plus to the primed metal edge.
- 4 All Perimeters are to receive 2Gal + Polyester (6") + 2Gal of White Knight Plus.
- 5 The upper roof perimeter is to have metal edge detail installed to take the existing termination bar out of play. Metal edge detail to be fastened 4" OC and then stripped in with White Knight Plus and Polyester.
- 6 Remove existing walk pads.
- 7 All pipes and fence supports are to be coated with White Knight Plus and sealed with Tuff Stuff Urethane Caulking.
- 8 Once the roof is clean and perimeter repaired, apply White Knight Plus as base coat over entire surface at 1.5 Gal per sq.
- 9 Once the first coat has cured, apply White Knight Plus as Top Coat over entire surface at 1.5 Gal per sq.
- 10 Any wrinkles in the existing single membrane are to cut open and patched with single ply prior to being coated.

Cherrydale Elementary - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
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17.23	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS - URETHANE COATING FOR SMOOTH OR MINERAL SURFACED MODIFIED ROOFS Power wash & Clean with TSP or Simple Green, Install Base Coat / Top Coat as Specified - Urethane Coating w/ Reinforced Seams (Urethane 2 Gallons per Sqr); Seams Need 2 1/2" Gallons per Sqr w/ Reinforcement.	\$ 6.22	37500	SF	\$ 233,250
	New 24 Ga Metal Edge w/ 4 Bends	\$ 16.00	350	LF	\$ 5,600
	Sub Total Prior to Multipliers:				\$ 238,850
	Project Tax 9.4%	9.4%			\$ 22,451.90
23.22	JOB SITE SPECIFIC MULTIPLIERS APPLIED TO EACH LINE ITEM ON ASSOCIATE JOB - MULTIPLIER - ROOF SIZE IS GREATER THAN 30K SF LESS THAN 50K SF Multiplier Applied when Roof Size is Less than 50,000 SF, but Greater than 30,000 SF Fixed Costs: Equipment, Mobilization, Demobilization, Disposal, & Set-Up Labor are Spread Amongst a Large Roof Area	-2%		%	\$ (4,777.00)
	Total:				\$ 256,525

Cherrydale Elementary:

Total Maximum Price of Line Items under the MICPA:

\$ 256,525

Proposal Price Based Upon Market Experience:

\$ 227,263

Competitive Bid Results:

Bosnick	\$	227,263
V&R	\$	292,746
Cobra	\$	326,693
Tecta America	\$	377,124

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid through 12/31/2014. **Taxes are not included in this proposal pricing.**

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Benjamin Runyan

Benjamin Runyan
Garland/DBS, Inc.
(216) 430-3613