



Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, Washington

STUDY SESSION: The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public. **THIS STUDY SESSION WILL START AT 5:45 PM. THE FIRST 15 MINUTES WILL BE FOR AGENDA REVIEW; 6 - 7 PM WILL BE DEDICATED TO THE UPDATE ON ELEMENARY SCHOOL IMPROVEMENT PLANS.**

3/26/2014 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. PRESENTATION - Ms. Schmidt Kindergarten

(Presentation)

IV. PRESENTATION - STARS Committee

(Information)

STARS Board meetingPPT.pdf (p. 4)

V. REPORTS

1. Financial Update

(Information)

Presenter: Jim Brittain

Financial Update.pdf (p. 11)

2. Asset Preservation Report

(Information)

Presenter: Bruce Parker

Asset Preservation Program Annual Report 2013-2014.pdf (p. 22)
2014 APP report.pdf (p. 26)

3. Legislative Update

(Information)

Presenter: Don Denning

VI. CONSENT AGENDA

(Information)

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 March 2014 Accounts Payable.pdf (p. 33)
Approval of March 2014 Payroll.pdf (p. 66)
Approval of Classified Personnel Report.pdf (p. 69)
Approval of SHS Chamber Choir Field Trip.pdf (p. 70)
Approval of SHS DECA Field Trip.pdf (p. 72)

VII. APPROVAL OF MINUTES

- 1. 3.8.14 Special Board Meeting** **(Action)**
Minutes 3.8.14.pdf (p. 73)
- 2. 3.12.14 Regular Board Meeting** **(Action)**
Minutes 3.12.14.pdf (p. 75)

VIII. OLD BUSINESS

- 1. Board of Directors' Operating Protocol** **(Action)**
Board Operating Protocol 3.26.14.pdf (p. 78)
- 2. Special Meeting Schedule for District Plan of Work** **(Action)**
- 3. Second Reading of Policy 2236, Required Observances** **(Action)**
Presenter: Susanne Beauchaine
Policy 2236.pdf (p. 82)
- 4. Second Reading of Policy 4215, Use of Tobacco & Nicotine Products & Delivery Services** **(Information)**
Presenter: Susanne Beauchaine
Policy 4215.pdf (p. 84)

IX. NEW BUSINESS

- 1. First Reading of Policy 3121, Compulsory Attendance** **(Action)**
Presenter: Susanne Beauchaine
Policy 3121.pdf (p. 87)
- 2. First Reading of Policy 3130, District Attendance Areas** **(Action)**
Presenter: Susanne Beauchaine
Policy 3130.pdf (p. 89)
- 3. First Reading of Policy 3421, Child Abuse, Neglect and Exploitation Prevention** **(Action)**
Presenter: Susanne Beauchaine
Policy 3421.pdf (p. 91)

X. COMMENTS FROM THE AUDIENCE

(Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

XI. BOARD COMMUNICATION

(Information)

XII. ANNOUNCEMENTS

(Information)

XIII. ADJOURNMENT

(Action)

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

Steilacoom

STARS



Students Triumph with Autism Resources and Support

Why Focus on Autism?

- About 1 in 88 children have been identified with an autism spectrum disorder (ASD), with an expected increase to 1 in 50
- ASDs are the fastest-growing developmental disability – 1,148% growth rate
- Only 56% of students with autism finish high school

Based on Centers for Disease Control and Prevention Research
<http://www.cdc.gov>

STARS Mission Statement

STARS can provide opportunities and resources for: families to network, students to share their experiences, educators and families to learn more about these exceptional students and how best to support them at school and in the community.

Steilacoom STARS Committee Representation

- District Office
- Chloe Clark Primary School
- Cherrydale Primary School
- Salter's Point Elementary
- Steilacoom High School
- Specialists – OT, SLP, Transition Specialist
- Parents
- Exceptional Family Member Program, JBLM

Success...

- Two Community Meetings
- Networking
 - PAVE
 - Parent2Parent
 - Military One Source
 - Exceptional Family Member Program
- Donations
 - Barnes & Noble, Lakewood
 - Half Price Books, Tacoma
 - Salter's Point PTA
 - Dupont Lion's Club
- Lending Library

Yet to Come...

- Transition Planning for students – March to June 2014
- Community Fundraiser – April 2014
 - Top Side Bar & Grill, Steilacoom
 - Proceeds to benefit staff training and curriculum
- Social Event – May 2014
 - Ice cream social/game night
- Networking with school leadership groups
 - Peer mentorship
- Continued addition to committee and community meetings

Please join us for our next community meeting!

March 27, 2014 7:00 p.m.

Saltar's Point Elementary School Library,
Steilacoom



STEILACOOM SCHOOL DISTRICT #1
2013-2014 Budget Status Report

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 February, 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	6,552,567	137,635.83	3,051,995.25		3,500,571.75	46.58
2000 LOCAL SUPPORT NONTAX	1,024,475	139,401.25	630,742.57		393,732.43	61.57
3000 STATE, GENERAL PURPOSE	16,199,557	1,407,220.97	8,100,520.57		8,099,036.43	50.00
4000 STATE, SPECIAL PURPOSE	3,477,626	337,584.80	1,645,588.81		1,832,037.19	47.32
5000 FEDERAL, GENERAL PURPOSE	261,000	.00	270,325.02		9,325.02-	103.57
6000 FEDERAL, SPECIAL PURPOSE	1,810,049	130,716.82	520,448.45		1,289,600.55	28.75
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	.00	197.93		197.93-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	29,345,274	2,152,559.67	14,219,818.60		15,125,455.40	48.46
<u>B. EXPENDITURES</u>						
00 Regular Instruction	16,024,278	1,335,589.70	8,162,511.01	7,633,226.11	2,228,540.88	87.64
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	3,831,895	265,107.99	1,754,239.16	2,130,082.04	52,426.20-	101.37
30 Voc. Ed Instruction	954,484	87,801.15	488,989.13	444,839.42	20,655.45	97.84
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	884,161	64,346.63	377,275.95	347,595.32	159,289.73	81.98
70 Other Instructional Pgms	763,287	12,855.98	78,867.86	76,389.48	608,029.66	20.34
80 Community Services	12,000	.00	.00	0.00	12,000.00	0.00
90 Support Services	8,271,500	499,771.14	3,380,621.17	3,015,041.74	1,875,837.09	77.32
<u>Total EXPENDITURES</u>	32,741,605	2,265,472.59	14,242,504.28	13,647,174.11	4,851,926.61	85.18
<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>	3,396,331-	112,912.92-	22,685.68-		3,373,645.32	99.33-
<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 (E+F + OR - G)</u>	3,396,331-		7,947,485.57			

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 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-	3,623,714.57
<u>TOTAL</u>	3,396,331-	7,947,485.57

STEILACOOM SCHOOL DISTRICT #1
2013-2014 Budget Status Report

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 February, 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	2,444.59	51,880.00		41,880.00-	518.80
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	2,444.59	51,880.00		2,558,120.00	1.99
<u>B. EXPENDITURES</u>						
10 Sites	1,250,000	28,560.64	78,026.31	81,381.84	1,089,791.85	12.82
20 Buildings	3,980,000	210,001.37	819,553.74	1,605,232.12	1,555,214.14	60.92
30 Equipment	120,000	.00	603.01	8,021.21	111,375.78	7.19
40 Energy	100,000	.00	.00	0.00	100,000.00	0.00
50 Sales & Lease Expenditure	0	1,578.50	2,238.01	0.00	2,238.01-	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	240,140.51	901,221.07	1,694,635.17	2,854,143.76	47.63
<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-	237,695.92-	849,341.07-		1,990,658.93	70.09-
<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		2,831,993.35			

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	44,010.01
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	2,787,983.34
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	955,650	2,831,993.35

STEILACOOM SCHOOL DISTRICT #1
2013-2014 Budget Status Report

3:04 PM 03/19/14
PAGE: 1

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 February, 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	6,065,737	127,347.21	2,785,197.44		3,280,539.56	45.92
2000 Local Support Nontax	20,000	74.45	907.32		19,092.68	4.54
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>6,085,737</u>	<u>127,421.66</u>	<u>2,786,104.76</u>		<u>3,299,632.24</u>	<u>45.78</u>
<u>B. EXPENDITURES</u>						
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
<u>Total EXPENDITURES</u>	<u>5,525,148</u>	<u>.00</u>	<u>4,257,750.25</u>	<u>0.00</u>	<u>1,267,397.75</u>	<u>77.06</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER)EXPENDITURES (A-B-C-D)</u>	<u>560,589</u>	<u>127,421.66</u>	<u>1,471,645.49-</u>		<u>2,032,234.49-</u>	<u>362.52-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>2,105,589</u>		<u>2,451,887.16</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	<u>2,666,178</u>		<u>980,241.67</u>			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	2,666,178	980,241.67
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	980,241.67

STEILACOOM SCHOOL DISTRICT #1
2013-2014 Budget Status Report

3:04 PM 03/19/14
PAGE: 1

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 February, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	156,500	7,292.96	62,819.28		93,680.72	40.14
2000 Athletics	281,400	2,988.00	41,263.77		240,136.23	14.66
3000 Classes	42,326	3,082.95	10,471.20		31,854.80	24.74
4000 Clubs	406,883	32,853.45	150,249.35		256,633.65	36.93
6000 Private Moneys	10,600	718.27	1,885.97		8,714.03	17.79
Total REVENUES	897,709	46,935.63	266,689.57		631,019.43	29.71
B. EXPENDITURES						
1000 General Student Body	145,700	7,116.99	13,351.80	1,615.95	130,732.25	10.27
2000 Athletics	266,615	12,613.13	69,725.27	7,633.23	189,256.50	29.02
3000 Classes	38,110	.00	3,136.97	2,572.12	32,400.91	14.98
4000 Clubs	390,415	11,025.56	102,096.15	15,253.13	273,065.72	30.06
6000 Private Moneys	10,600	.00	167.70	0.00	10,432.30	1.58
Total EXPENDITURES	851,440	30,755.68	188,477.89	27,074.43	635,887.68	25.32
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	46,269	16,179.95	78,211.68		31,942.68	69.04
D. TOTAL BEGINNING FUND BALANCE	160,478		188,302.67			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)	206,747		266,514.35			

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	206,747	266,514.35
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	266,514.35

STEILACOOM SCHOOL DISTRICT #1
2013-2014 Budget Status Report

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 February, 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	1.86	9.43		490.57	1.89
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	1.86	9.43		15,490.57	0.06
<u>B. 9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
<u>C. Total REV./OTHER FIN. SOURCES</u>	15,500	1.86	9.43		15,490.57	0.06
<u>D. EXPENDITURES</u>						
Type 30 Equipment	30,000	.00	.00	0.00	30,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	30,000	.00	.00	0.00	30,000.00	0.00
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	14,500-	1.86	9.43		14,509.43	100.07-
<u>H. TOTAL BEGINNING FUND BALANCE</u>	20,700		22,226.05			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	6,200		22,235.48			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	14,500-	22,235.48
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	 22,235.48

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

Steilacoom Historical School District No. 1

Annual Report to the School Board on the Condition of Our School Buildings

2013-2014

By Bruce Parker

Maintenance Supervisor

The presentation of this report to the School Board and Public is a requirement under our Asset Preservation Program that was adopted through Board Resolution on December 15, 2010.

Background: The 2% school maintenance rule was revised in May of 2009 with the "Asset Preservation Rule" (APR)(WAC 392-347-023) which strongly encourages the maintaining of state assisted new and new-in-lieu school construction projects by requiring that districts participate in the "Asset Preservation Program" (APP) as one of the eligibility requirements for State funded construction assistance.

The State of Washington through OSPI is requiring us to maintain our buildings in an acceptable condition for the expected 30 year life of that building as a condition to receive state assistance when it becomes time to rebuild or replace that building. For Steilacoom School District this rule applies only to our buildings for Saltar's Point Elementary and Pioneer Middle School, DuPont. In December of 2010 we chose to participate in the state's Asset Preservation program and we adopted the Steilacoom School District Asset preservation system. We have also decided to use this system to evaluate our maintenance and condition of our facilities at all of our schools. The system that is now in place through OSPI is called the inventory and condition of schools (ICOS). It has all of our buildings and school sites entered into it already and contains provisions for doing more than just satisfying the APP requirements.

Last year our building condition assessments were done by Wade Jensen, AIA of Erickson McGovern Architects. The state requires that we use a certified inspector every six years to confirm that our self-evaluation of buildings is accurate. This first slide shows our results of the inspection done by the maintenance department this year. Our results do not vary significantly from the inspection done last year. We have rated a few items slightly lower as we found items that may be showing more wear and tear than a year ago. I don't think we felt there were any areas that we had made significant improvements that warrant an improved rating. All of our buildings still rate in the good to excellent category. As part of the inspection process, the maintenance staff wrote work orders for the deficiencies found. This year we wrote 135 work orders addressing problems that were observed during the evaluations. Last year we wrote 23 work orders during our inspections. In 2012 we wrote 123.

In this report I am also listing some major projects that I feel need to be under taken soon, or would at least be eliminating some chronic problems. I have generally listed these in order of importance. For most of these projects I believe we have prepared for the financial impact. Other than the Cherrydale Roof, I think these projects could be accomplished through the maintenance department budget, but not all in the same year. That is also assuming that our budget remains similar to what it is now.

Significant Projects recommended to be completed:

Project: Cherrydale Roof

Cost: \$255,000

Comments: Garland, who inspected the roof, recently suggests that a recoating project, if selected should take place in the next twelve months. If we chose to defer and do a complete replacement we could wait another four years. The cost of a complete replacement is estimated to be \$576,000.

Project: Seal masonry walls on Pioneer Middle School

Cost: \$85,000

Comments: It would appear that the upper parts of Pioneer never had the masonry sealed. This was discovered to some degree when we did the added cooling for the building. This winter we have had leaks that appeared to be from water seeping through during heavy wind driven rain. Testing has confirmed that there is no sealant present.

Project: Cherrydale HVAC control system upgrade.

Cost: \$33,000

Comments: The HVAC controls system is obsolete and parts are not available. The main "Brain" board has had a partial failure already. The concern is that this part will fail and there would be little ability to operate heating and cooling equipment. This repair would only address this part of the system, but this would prevent the entire system from having a failure that could not be dealt with in a timely manner.

Project: Cherrydale sewer line from building to street.

Cost: \$30,000

Comments: The Sewer line at Cherrydale dates from 1962. It is concrete and has eroded and has tree root damage. It has plugged twice at least in the last two years.

Project: Steilacoom High School Water Heater

Cost: not estimated.

Comments: This is a large gas fired water heater that serves most of the High School, without redundancy. It has been troublesome the last two years, but we have done work that should make it reliable in the short term. It is something that should be looked at in the next few years. This water heater dates from 1999.

Project: Locknetics upgrade.

Cost: \$10,000 to \$20,000 per Building. Cost of locks with maintenance department installation.

Comments: Our Locknetics entrance system has worked well for providing good access control; however it has also become obsolete. The replacement system we are testing and expect to move forward with operates similarly but has the ability to be up graded to a system with wireless control that would allow features such as locking down a building with a central control and remote changes to access privileges. This is planned to be done progressively throughout all the buildings over the next couple of years.

Asset Preservation Program

2014 Annual Report to the School Board



Steilacoom Historical School District No. 1

Steilacoom Historical School District No. 1

Asset Preservation Program

Background:

- WAC 392-347-023 requires school districts to participate in the “Assets Preservation Program”.
- Board Resolution on December 15, 2010 adopted the Asset Preservation Program.
- Requires an annual report to the Board.
- State requires a school districts to use a certified inspector every six years.
- Wade Jensen, AIA of Erickson McGovern Architects performed assessment on the buildings last year.
- No significant changes in the 2013-2014 assessment from the prior year.

Steilacoom Historical School District No. 1

Asset Preservation Program

DISTRICT SUMMARY REPORT 2013-2014

FACILITY	DISTRICT ASSIGNED BUILDING NAME	GROSS SQ.FT	INSTRUCTIONAL SQ.FT	STATE ASSISTED SQ.FT	CONDITION RATING
1918 Building	1918 Building	10,606	0	0	Ratings Not Started
	Professional Development Center	4,049	0	0	Ratings Not Started
	Storage Building	2,653	0	0	Ratings Not Started
	Sub-Total	17,308	0	0	
Anderson Island Elementary School	Main Building	1,680	0	0	94.64% Good
	Multipurpose Building	2,865	0	0	99.19% Excellent
	Playshed	1,200	0	0	90.37% Good
	Portable A	1,680	1,680	0	99.83% Excellent
	Portable B	1,680	1,680	0	98.80% Excellent
	Sub-Total	9,105	3,360	0	
Cherrydale Elementary School	Main Building	38,749	38,749	0	90.16% Good
	Playshed	1,738	0	0	90.00% Good
	Sub-Total	40,487	38,749	0	
Chloe Clark Elementary School	Main Building	59,835	59,835	0	94.41% Good
	Sub-Total	59,835	59,835	0	
Pioneer Middle School	Main Building	104,707	104,707	0	98.73% Excellent
	Sub-Total	104,707	104,707	0	
Salters Point Elementary School	Main Building	50,344	50,344	0	93.49% Good
	Sub-Total	50,344	50,344	0	
Steilacoom High School	Athletic Storage	1,400	0	0	Ratings Not Started
	Greenhouse	960	960	0	93.55% Good
	Main Building	135,891	104,255	0	96.44% Excellent
	Press Box	170	0	0	100.00% Excellent
	Sub-Total	138,421	105,215	0	
DISTRICT GRAND TOTAL		420,207	362,210	0	

Steilacoom Historical School District No. 1

Asset Preservation Program

DISTRICT SUMMARY REPORT 2012-2013

FACILITY	DISTRICT ASSIGNED BUILDING NAME	GROSS SQ FT	INSTRUCTIONAL SQ FT	STATE ASSISTED SQ FT	CONDITION RATING
1918 Building	1918 Building	10,606	0	0	Ratings Not Started
	Professional Development Center	4,049	0	0	Ratings Not Started
	Storage Building	2,653	0	0	Ratings Not Started
	Sub-Total	17,308	0	0	
Anderson Island Elementary School	Main Building	1,680	0	0	95.31% Excellent
	Multipurpose Building	2,865	0	0	99.76% Excellent
	Playshed	1,200	0	0	90.37% Good
	Portable A	1,680	1,680	0	99.84% Excellent
	Portable B	1,680	1,680	0	99.85% Excellent
	Sub-Total	9,105	3,360	0	
Cherrydale Elementary School	Main Building	38,749	38,749	0	90.20% Good
	Playshed	1,738	0	0	90.00% Good
	Sub-Total	40,487	38,749	0	
Chloe Clark Elementary School	Main Building	59,835	59,835	0	95.28% Excellent
	Sub-Total	59,835	59,835	0	
Pioneer Middle School	Main Building	104,707	104,707	0	97.99% Excellent
	Sub-Total	104,707	104,707	0	
Saltars Point Elementary School	Main Building	50,344	50,344	0	93.15% Good
	Sub-Total	50,344	50,344	0	
Steilacoom High School	Athletic Storage	1,400	0	0	Ratings Not Started
	Greenhouse	960	960	0	93.41% Good
	Main Building	135,891	104,255	0	96.49% Excellent
	Press Box	170	0	0	100.00% Excellent
	Sub-Total	138,421	105,215	0	

Steilacoom Historical School District No. 1

Asset Preservation Program

Maintenance work orders generated from Inspections:

2012	103 problems written up as work orders
2013	23 problems written up as work orders
2014	135 problems written up as work orders

Steilacoom Historical School District No. 1

Asset Preservation Program

Significant Projects recommended to be completed:

Project: Cherrydale Roof

Cost: \$255,000

Project: Cherrydale HVAC Control System

Cost: \$33,000

Project: Cherrydale Sewer Line

Cost: \$30,000

Project: PMS Seal masonry walls

Cost: \$85,000

Project: Locknetics upgrade

Cost: \$10,000 to \$20,000 per Building. Cost of locks with maintenance department installation.

Project: Steilacoom High School Water Heater

Cost: estimates to be determined



Questions?

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$2,442.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401689 through 401695, totaling \$2,442.65

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
401689	CALATA, ERIN	03/14/2014	9	Voice Lessons	4051314048	380.00	380.00
401690	CASCADE BAGEL & DELI, INC	03/14/2014	127151	4012 Student	4061314194	34.30	200.88
				Store Cascade Bagel			
			129059	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129091	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129145	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129166	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129196	4012 Student	4061314194	29.38	
				Store Cascade Bagel			
401691	EK BEVERAGES	03/14/2014	379327	4012 Student	4061314197	379.35	379.35
				Store EK Beverage			
401692	HALFON CANDY COMPANY	03/14/2014	547922	4012 Student	4061314122	194.99	194.99
				Store Half On Candy			
401693	HANDS ON CHILDRENS MUSEUM	03/14/2014	1286	FOR INVOICING	4031314007	704.00	704.00
				PURPOSES ONLY:			
				1ST GRADE FIELD			
				TRIP TO THE			
				OLYMPIA			
				CHILDREN'S			
				MUSEUM, MARCH 4,			
				2014			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401694	STEILACOOM H.S. BOOSTER CLUB	03/14/2014	RE-ISSUE TO BOOSTER	3014 Senior Class Steilacoom High School Booster Club	4061314203	400.00	400.00
401695	WINNING SEASON	03/14/2014	M2014047	2000 Athletics Winning Seasons	4061314167	183.43	183.43
				7 Computer	Check(s) For a Total of		2,442.65

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	7	Computer	Checks For a Total of	2,442.65
Total For	7	Manual, Wire Tran, ACH & Computer Checks		2,442.65
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,442.65

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$219,540.73. The payments are further identified in this document.

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

Warrant Numbers 114212 through 114263, totaling \$219,540.73

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114212	ACP DIRECT	03/14/2014	017914	ACP Direct For Carmen Jensen Labsonic Stereo	4311314065	290.20	290.20
114213	BANK OF AMERICA	03/14/2014	14020076460	OPEN PO FOR SERVICE FEES - DO NOT FAX	81314057	119.06	119.06
114214	BATTERIES PLUS	03/14/2014	245-104141-01	OPEN PURCHASE ORDER FOR BATTERIES FOR 2013-2014	101314082	170.69	170.69
114215	BEST, WENDY	03/14/2014	MILEAGE REIM	Mileage reimbursement McKinney Vento student.	0	139.94	139.94
114216	BRITTAIN, JAMES E	03/14/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR MARCH 3RD-12TH 13/14 SY	0	45.90	45.90
114217	BUILDING CONTROL SYSTEMS INC	03/14/2014	8427	OPEN PURCHASE ORDER FOR ENERGY MANAGEMENT SERVICES FOR 2013-2014	101314104	3,215.18	6,822.47
			8428	OPEN PURCHASE ORDER FOR ENERGY MANAGEMENT SERVICES FOR 2013-2014	101314104	1,865.27	
			8429	OPEN PURCHASE ORDER FOR ENERGY MANAGEMENT SERVICES FOR 2013-2014	101314104	1,742.02	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114218	BURNS, BARBARA JANE	03/14/2014	FOOD REIMBURSEMENT	FOOOD REIMBURSEMENT FOR FEB - 3 DAY TRAINING AT UW	0	10.45	132.35
			MILEAGE REIM	MILEAGE REIMBURSEMENT FOR FEB 3RD - 18TH 13/14 SY	0	60.28	
			MILEAGE REIMBURSEMENT	MILEAGE REIMBURSEMENT FEB 19TH - 28TH 13/14 SY	0	61.62	
114219	CAREER STAFF UNLMTD- SEATTLE	03/14/2014	28427-202505	Open PO for Career Staff Unlimited. One OT position, 7.5 hrs. per day, for student contract days only.	91314008	1,584.00	1,584.00
114220	CENTURYLINK	03/14/2014	300493944	DISTRICT WIDE PHONE SERVICES FOR THE 13/14 SY. DO NOT FAX	81314016	316.21	316.21
114221	CENTURYLINK	03/14/2014	206-225-0055 467B	DISTRICT WIDE PHONE SERVICES FOR THE 13/14 SY. DO NOT FAX	81314016	2,711.82	2,711.82
114222	CLOVER PARK SCHOOL DISTRICT- P	03/14/2014	06176	Clover Park Printing	4311314061	1,184.26	1,184.26
114223	COASTWIDE, LABORATORIES	03/14/2014	T2638381	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	247.00	1,767.64
			T2638381-1	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	24.90	
			T2640577	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	828.45	
			T2640947-1	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	1.59	
			T2641526	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	665.70	
114224	CULLIGAN	03/14/2014	201403380587	OPEN PURCHASE	101314015	56.35	61.68

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2013-2014 FOR WATER			
			201403400885	OPEN PURCHASE	81314101	5.33	
				ORDER 2013-2014 FOR WATER			
114225	CUSHMAN HELEN LOUISE	03/14/2014	FOOD REIMBURSEMENT	FOOD	0	16.97	16.97
				REIMBURSEMENT FOR FEB - 3 DAYS OF TRAININIG AT UW			
114226	ESD 113	03/14/2014	0000024538	Services provided by CRISC for the 13/14 fiscal year - September	81314080	11,569.76	11,569.76
				2013-May 2014			
114227	FIRST STUDENT INC	03/14/2014	10919179	OPEN PO FOR BUS CHARGES - DO NOT FAX	81314062	112,231.38	112,231.38
114228	GOPHER	03/14/2014	8738024	Gopher PE Department - Lisa Slater	4311314070	397.68	397.68
114229	HAROLD LEMAY ENTERPRISES	03/14/2014	4850397	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	265.01	3,044.90
			4850990	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	429.47	
			4851074	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	306.14	
			4851084	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	780.58	
			4851135	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	423.61	
			4851269	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	800.24	
			4852117	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	39.85	
114230	HORIZON	03/14/2014	3S047855	OPEN PURCHASE ORDER 2013-2014	101314022	246.42	246.42

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114231	HORTICULTURE SERVICE INC	03/14/2014	10020035	FOR SUPPLIES SHS HORTICULTURAL SERVICES INC. FOR E. MILLER. PLEASE SEE ATTACHED QUOTES: DB3984Q, DB3985Q, DB3986Q,DB3987Q AND DB3988Q FOR ORDERING.	141314025	898.15	1,116.79
			10020038	SHS HORTICULTURAL SERVICES INC. FOR E. MILLER. PLEASE SEE ATTACHED QUOTES: DB3984Q, DB3985Q, DB3986Q,DB3987Q AND DB3988Q FOR ORDERING.	141314025	218.64	
114232	HYLTON, DANI MALEEN	03/14/2014	FOOD REIMBURSEMENT	FOOD REIMBURSEMENT FOR FEB - 3 DAY TRAINING AT UW	0	6.57	6.57
114233	JOHNSTONE SUPPLY	03/14/2014	11-S100121244.001	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314024	194.02	194.02
114234	KING COUNTY DIRECTORS ASSN	03/14/2014	3768251	workroom supplies/cart #671149	2371314053	6.61	161.17
			3770252	workroom supplies/cart #671149	2371314053	1.41	
			3772227	For Nurse 19" inch Privacy Screen	4311314068	153.15	
114235	LAKEWOOD HARDWARE & PAINT	03/14/2014	383083	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314027	35.60	35.60
114236	LAKIN, MARY-HOPE MICHELE	03/14/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT MARCH 13/14 SY	0	88.82	88.82
114237	LEADER SERVICES	03/14/2014	WA07535	Open PO for Leader Services/ Medicaid Reimbursement	91314033	79.80	79.80
114238	LEMAY MOBILE SHREDDING	03/14/2014	4377523	CONFIDENTIAL SHREDDING FOR THE SCHOOL DISTRICT FOR THE 13/14 SY. DO NOT FAX PO.	81314023	100.00	203.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			4377524	CONFIDENTIAL SHREDDING FOR THE SCHOOL DISTRICT FOR THE 13/14 SY. DO NOT FAX PO.	81314023	103.60	
114239	LITTRELL, KATHLEEN E	03/14/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR MARCH - WASWUG CONFERENCE	0	53.05	53.05
114240	MAILFINANCE	03/14/2014	H4513632	OPEN PO FOR POSTAGE LEASE - DO NOT FAX	81314078	315.23	607.18
			H4513632A	OPEN PO FOR POSTAGE LEASE - DO NOT FAX	81314147	291.95	
114241	MAKEMUSIC, INC	03/14/2014	1817743	Make Music Music Software	4311314067	159.90	159.90
114242	MASSEY'S PIANO TUNING	03/14/2014	286860	TUNE GRAND PIANO	4311314071	75.00	75.00
114243	MITCHELL, WALTER S	03/14/2014	MILEAGE/PARKING REIM	MILEAGE REIMBURSEMENT AND PARKING FOR WASHINGTON STATE COUNSELOR ASSN.	0	115.68	115.68
114244	NEOPOST NORTHWEST	03/14/2014	NWAR30993	Open PO for Postal supplies - do not fax	81314117	190.94	190.94
114245	NORTHWEST CLIMBING CO. LLC	03/14/2014	0000001	INSTALL REPLACEMENT LIGHT LENSES ON SHS FOOTBALL FIELD	101314069	1,750.40	1,750.40
114246	PACIFIC LUTHERAN UNIVERSITY	03/14/2014	941-SHS	Choir Pacific Lutheran University Spring Choir Festival	4311314054	650.00	1,102.50
			941-SP	S.P. Pacific Luthern University - Spring Thaw Concert	1271314025	452.50	
114247	PACIFIC LUTHERAN UNIVERSITY	03/14/2014	941-PM	Pioneer's share for district Spring Choral Festival PLU Hall Rental	2371314046	650.00	650.00
114248	PIERCE COUNTY REFUSE	03/14/2014	4845541	OPEN PO FOR GARBAGE AND RECYCLING	81314049	153.46	971.85
			4847151	OPEN PO FOR GARBAGE AND	81314049	818.39	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114249	PIERCE CO BUDGET AND FINANCE	03/14/2014	0119052002	RECYCLING PROPERTY TAX FOR 13005 CAMUS RD AI - ANDERSON ISLAND PARKS AND REC	0	494.28	22,611.57
			AR156422	Open PO for Pierce County Budget and Finance / Birth to Three Program.	91314012	12,476.42	
			AR156759	Open PO for Pierce County Budget and Finance / Birth to Three Program.	91314012	9,640.87	
114250	PRINT SHOP OF LAKEWOOD, INC	03/14/2014	3572	SHS OPEN PO DO NOT EXCEED \$500.00 FOR PRINT SHOP OF LAKEWOOD	141314034	47.26	189.59
			3590	SHS OPEN PO DO NOT EXCEED \$500.00 FOR PRINT SHOP OF LAKEWOOD	141314034	142.33	
114251	PUGET SOUND ESD#121	03/14/2014	0000081594	Open PO for Relife School	91314021	15,249.99	15,249.99
114252	PUGET SOUND ENERGY	03/14/2014	200002143960	OPEN PO FOR GAS AND ELECTRICITY	81314045	13,404.16	25,097.70
			200023874882	OPEN PO FOR GAS AND ELECTRICITY	81314045	11,693.54	
114253	PUGET SOUND ASSOC PHI BETA KAP	03/14/2014	VALEDICTORIAN BOOKS	SCHOLARSHIP - VALEDICTORIAN BOOKS	4311314072	105.00	105.00
114254	SAYLOR, SUSAN KAY	03/14/2014	CAREER FAIR REIM	REIMBURSEMENT FOR ITEMS BOUGHT FOR CAREER FAIR(ALBERTSONS)	0	17.98	17.98
114255	SHUCKHART, MAUREEN	03/14/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR FEB 3RD - 27TH 13/14 SY	0	51.63	51.63
114256	TANNER ELECTRIC	03/14/2014	72131000	ELECTRIC CHARGES FOR ANDERSON ISLAND FOR THE 13/14 SY - DO NOT FAX	81314051	797.01	797.01
114257	TED BROWN MUSIC CO	03/14/2014	1127375	Ted Brown Music For Bruce Folmer Open P.O. for Repairs & Supplies Not to	4311314023	49.88	103.23

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			952398	exceed \$700.00 Ted Brown Music For Bruce Folmer Open P.O. for Repairs & Supplies Not to exceed \$700.00	4311314023	10.94	
			971676	Ted Brown Music For Bruce Folmer Open P.O. for Repairs & Supplies Not to exceed \$700.00	4311314023	28.17	
			971678	Ted Brown Music For Bruce Folmer Open P.O. for Repairs & Supplies Not to exceed \$700.00	4311314023	14.24	
114258	TOWER	03/14/2014	16855	S.P. DO NOT FAX, FOR INVOICE PURPOSE ONLY. Tower Imaging	1271314031	539.96	539.96
114259	USA MOBILITY WIRELESS INC	03/14/2014	X3661889C	OPEN PO FOR PAGERS FOR MAIN DEPARTMENT - DO NOT FAX	81314054	55.90	55.90
114260	VMWARE INC	03/14/2014	709320940	VMWare virtual server environmen support renewal.	111314018	3,279.32	3,279.32
114261	WELLS FARGO FINAN LEASING INC	03/14/2014	5000955372	Open PO for copiers - Chloe Clark, Maintenance, and Saltar's Point.	81314116	764.72	764.72
114262	WHEATON, RYAN LAMONTE	03/14/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR FEB 13/14	0	116.79	116.79
114263	WITT COMPANY	03/14/2014	342863	Open P.O. for staples for copy machine ID #0544 and 0545 \$60.00 each	2371314032	144.14	144.14
52	Computer	Check(s) For a Total of				219,540.73	

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	52	Computer	Checks For a Total of	219,540.73
Total For	52	Manual, Wire Tran, ACH & Computer	Checks	219,540.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	219,540.73

Check Summary

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$644.21. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114264 through 114264, totaling \$644.21

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
114264	STEILACOOM SCHOOL DISTRICT	03/21/2014	CTAX11 20140318AAA	Comp Tax owed for Cash Account 11 through 03/18/2014	0	644.21	644.21
			1	Computer	Check(s) For a Total of		644.21

	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	644.21
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	644.21
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	644.21

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$109.22. The payments are further identified in this document.

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

Warrant Numbers 401696 through 401696, totaling \$109.22

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
401696	STEILACOOM SCHOOL DISTRICT	03/21/2014	CTAX41 20140318AAA	Comp Tax owed for Cash Account 41 through 03/18/2014	0	109.22	109.22
			1	Computer	Check(s) For a Total of		109.22

	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
	1	Computer	Checks For a Total of	109.22
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	109.22
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	109.22

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$150.00. The payments are further identified in this document.

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

Warrant Numbers 401697 through 401697, totaling \$150.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401697	GOZALO, JEANNETTE GAO-AY	03/21/2014	KEY CLUB REFUND	REFUND FOR D-CON - KEY CLUB	0	150.00	150.00
			1	Computer	Check(s) For a Total of		150.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	150.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	150.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	150.00

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

As of March 26, 2014, the board, by a _____ vote, approves payments, totaling \$54.01. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114265 through 114269, totaling \$54.01

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
114265	HENSLEY, BRENDA	03/21/2014	BOOK REFUND	REFUND FOR LOST BOOK PAYMENT (NEVER CRY WOLF-102082) K. DAVIS-HENSLEY	0	13.00	13.00
114266	HUTTON, KIMBERLY	03/21/2014	LIBRARY REFUND	REFUND FOR LOST BOOK PAYMENT (TWO TOWERS-219753)	0	7.00	7.00
114267	KILGORE, EMINE	03/21/2014	LUNCH REFUND	LUNCH REFUND FOR E. SENEL W/D 3/6/2014	0	8.15	8.15
114268	NEARY, JENNIFER	03/21/2014	LUNCH REFUND	LUNCH REFUND D. NEARY W/D 3/3/2014	0	10.86	10.86
114269	NUSBAUM, CURTIS	03/21/2014	LIBRARY REFUND	REFUND FOR LOST BOOK PAYMENT (GIANTS BEWARE-4000284)	0	15.00	15.00
5	Computer	Check(s) For a Total of					54.01

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	54.01
Total For	5	Manual, Wire Tran, ACH & Computer Checks		54.01
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54.01

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$210,575.44. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 114270 through 114309, totaling \$210,575.44

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114270	ANDRES, NANCY	03/21/2014	MUTUAL BEN/MILEAGE	MILEAGE REIMBURSEMENT FOR FEB.	0	24.68	24.68
114271	B & H PHOTO	03/21/2014	80834989	GoPro camera & accessories for Art/Drama/Kallay	2371314063	359.99	359.99
114272	BUILDING CONTROL SYSTEMS INC	03/21/2014	8447	COMPONENTS FOR THE ENERGY MANAGEMENT SYSTEM AT STEILACOOM HIGH SCHOOL	101314078	423.93	593.50
			8448	COMPONENTS FOR THE ENERGY MANAGEMENT SYSTEM AT STEILACOOM HIGH SCHOOL	101314078	169.57	
114273	BUREAU OF ED RESEARCH	03/21/2014	4516941	common core math workshop April 16th for Marquis/Yuckert/Pa tterson/Watkins/Ca rgill/Nierman	2371314057	1,254.00	1,254.00
114274	CAREER STAFF UNLMTD- SEATTLE	03/21/2014	28427-203360	Open PO for Career Staff Unlimited. One OT position, 7.5 hrs. per day, for student contract days only.	91314008	2,160.00	2,160.00
114275	CHEVRON & TEXACO CARD SERVICES	03/21/2014	40725964	OPEN PO FOR FUEL, DO NOT FAX	81314035	48,054.32	48,054.32
114276	CITY OF DUPONT	03/21/2014	0174385	FIRE INSPECTION CC AND PIO	81314148	340.00	740.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			0174390	FIRE INSPECTION	81314148	400.00	
114277	COASTWIDE, LABORATORIES	03/21/2014	T2640577-2	CC AND PIO OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	27.33	4,017.80
			t2640947	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	2,795.27	
			T2640947-2	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	70.56	
			T2642431	OPEN PURCHASE ORDER 2013-2014 FOR CUSTODIAL SUPPLIES	101314013	1,124.64	
114278	DYNAVOX MAYER-JOHNSON	03/21/2014	M213451-WEBI-53363	WORDQ / SPEAKQ BUNDLE	91314038	639.90	639.90
114279	ESPORTONLINE	03/21/2014	95863191	Supplies and materials for 2013-14 PE curriculum adoption - CC	271314007	4,346.69	4,346.69
114280	FARONICS TECHNOLOGIES USA INC	03/21/2014	INUS0133272	Faronics software renewal	111314017	3,216.36	3,216.36
114281	FOLLETT EDUCATIONAL SERVICES	03/21/2014	357350F-4	REFER PO# 2371314045	0	90.16	90.16
114282	FRANKLIN PIERCE SD	03/21/2014	8880005314	Open PO for out of District Students served by Franklin Pierce School District	91314014	17,375.00	17,375.00
114283	GENERAL ELECTRIC CAPITAL CORP	03/21/2014	60351901	Open PO for copier District Office - Do Not Fax	81314102	529.50	529.50
114284	GRAINGER	03/21/2014	9369885851	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314017	119.86	369.54
			9371683658	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314017	107.54	
			9376909488	OPEN PURCHASE ORDER 2013-2014 FOR SUPPLIES	101314017	71.68	
			9380439191	OPEN PURCHASE ORDER 2013-2014	101314017	70.46	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114285	HAROLD LEMAY ENTERPRISES	03/21/2014	4883495	FOR SUPPLIES OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81314034	1,329.40	1,329.40
114286	HEYING, WENDY S	03/21/2014	SUPPLY REIM	SUPPLY REIMBURSEMENT MARCH 13/14	0	100.83	100.83
114287	JONES, JAMICKA LOUISE	03/21/2014	MUTUAL BEN/MILEAGE	MILEAGE REIMBURSEMENT FOR FEB WAEOP TRAINING AND REGISTRATIOIN FEE	0	42.93	42.93
114288	KAREN LOUISE PARR	03/21/2014	SUPPLY REIM	SUPPLY REIMBURSEMENT MARCH 13/14	0	85.07	85.07
114289	KING COUNTY DIRECTORS ASSN	03/21/2014	3774553	workroom supplies/butcher paper	2371314059	304.41	778.84
			3774554	nurse supplies	2371314061	73.59	
			3774555	cart #675880	2371314065	90.43	
			3776547	Nierman supplies/7th Grade/cart #676974	2371314067	75.71	
			3777545	malikames/office supplies cart#678018	1401314004	234.70	
114290	KONE, INC	03/21/2014	221406507	Spring Supply Order KCDA Cart 676523	101314026	483.89	483.89
114291	LABORATORIES, COASTWIDE	03/21/2014	t263559	OPEN PURCHASE ORDER 2013-2014 FOR ELEVATOR SERVICE	101314115	8,183.09	8,183.09
114292	LITERACY CONSULTING FOR EXCELL	03/21/2014	MARCH 12	PURCHASE WINDSOR CHARIOT ATV 24" VACUUM/SWEEPER WITH ON BOARD CHARGER, MODEL WN98404160	271314015	200.00	200.00
114293	MVP PHYSICAL THERAPY, INC	03/21/2014	842	CCSS writing coach. Open PO not to exceed \$2500.	141314022	1,450.00	1,450.00
114294	NORTHWEST TEXTBOOK DEPOSITORY	03/21/2014	114-203-201	SHS MVP PHYSICAL THERAPY OPEN PO DO NOT EXCEED \$25000.00	0	87.02	87.02

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PO #0271314011 COMPLETES PO-CLOSED TOO SOON			
114295	POOR, CHRISTINE B	03/21/2014	MUTUAL BEN/MILEAGE	MILEAGE	0	18.65	18.65
				REIMBURSEMENT FOR FEB PARA TRAINING			
114296	RACHEL YOUNG CROFT	03/21/2014	SUPPLY REIM	REIMBURSEMENT FOR WRITING SUPPLIES - MARCH 13/14	0	22.39	22.39
114297	SCHOOL SPECIALTY	03/21/2014	208112102556	art room supplies cart	2371314062	267.03	267.03
				#7775946265/Kallay			
114298	SCHOOL SPECIALTY	03/21/2014	208112131981	SPARK 3-6 PE Curriculum Set 3 (1 set) SPARK K-2 PE Curriculum Set 3 (2 sets)	271314006	1,017.45	1,017.45
114299	SEEFELDT, JAMES M	03/21/2014	MIELAGE/FOOD REIM	INTER-DISTRICT MILEAGE REIMBURSEMENT FOOD REIMBURSEMENT FOR OVERNIGHT CONFERENCE MARCH 13/14	0	77.73	77.73
114300	SHERATON BELLEVUE	03/21/2014	7381	SHS DECA HOUSING HOTEL ROOM @227.66/NIGHT FOR 2 NIGHTS	141314037	382.10	382.10
114301	SODEXO INC & AFFILIATES	03/21/2014	1000747047	OPEN PO FOR FOOD SERVICE - DO NOT FAX	81314061	87,947.84	89,443.59
			262023	OPEN PO FOR COURIER SERVICES - DO NOT FAX	81314108	782.75	
			262024	OPEN PO FOR COURIER SERVICES - DO NOT FAX	81314108	713.00	
114302	TED BROWN MUSIC CO	03/21/2014	1113661	open p.o. for music supplies	2371314016	27.92	2,488.33
			1139211	Yamaha euphonium	2371314056	2,460.41	
114303	TRIARCO ARTS & CRAFTS INC	03/21/2014	835073	brushes/art/Kallay	2371314064	51.07	51.07
114304	TROXELL COMMUNICATIONS	03/21/2014	768686	Classroom lamp replacement for Projectors	111314019	3,282.00	3,282.00
114305	TRUSTEED PLANS SERVICE CORP	03/21/2014	00750000-IN	OPEN PO TRUSTEED PLANS SERVICE CORPS	81314047	4,180.42	15,717.55
			0075094-in	OPEN PO TRUSTEED	81314047	11,537.13	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
114306	US BANCORP	03/21/2014	249197427	PLANS SERVICE CORPS OPEN PO FOR COPIER AT SALTAR'S POINT, STEILACOOM HIGH SCHOOL AND CHLOE CLARK	81314111	1,058.94	1,058.94
114307	WEIGHT, KATHLEEN J	03/21/2014	MILEAGE REIM	MILEAGE REIMBURSEMENT FOR MARCH 13/14	0	114.13	114.13
114308	WELLS FARGO FINAN LEASING INC	03/21/2014	5000961183	Open PO for Pioneer - copiers/printers	81314114	103.32	103.32
114309	WOOD, MARY JANE	03/21/2014	MUTUAL BEN/MILEAGE	MILEAGE REIMBURSEMENT FOR FEB PARA TRAINING	0	18.65	18.65
40	Computer	Check(s) For a Total of					210,575.44

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	40	Computer	Checks For a Total of	210,575.44
Total For	40	Manual, Wire Tran, ACH & Computer	Checks	210,575.44
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	210,575.44

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

As of March 26, 2014, the board, by a _____ vote, approves payments, totaling \$10,136.42. The payments are further identified in this document.

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

Warrant Numbers 401698 through 401715, totaling \$10,136.42

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
401698	CALATA, ERIN	03/21/2014	14	VOICE LESSONS	4061314209	260.00	260.00
401699	CASCADE BAGEL & DELI, INC	03/21/2014	129218	4012 Student	4061314194	34.30	132.28
				Store Cascade Bagel			
			129305	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129325	4012 Student	4061314194	34.30	
				Store Cascade Bagel			
			129353	4012 Student	4061314194	29.38	
				Store Cascade Bagel			
401700	COSTCO	03/21/2014	257856013	4012 Student	4061314120	369.95	369.95
				Store Costco Open			
				PO for school year			
401701	EK BEVERAGES	03/21/2014	379862	4012 Student	4061314197	376.65	376.65
				Store EK Beverage			
401702	FORMAL FASHIONS INC	03/21/2014	186417	3 choir tops	4051314039	99.00	99.00
401703	HANDS ON CHILDRENS MUSEUM	03/21/2014	1294	2ND GRADE --	4021314007	1,132.68	1,132.68
				IN-CLASS HANDS ON CHILDREN'S MUSEUM			
401704	ISLAND OASIS	03/21/2014	90864476	4012 Student	4061314177	271.80	271.80
				Store Island Oasis Frozen			
				Cocktail Co			
401705	JW PEPPER	03/21/2014	14530394	Sheet music for	4051314032	527.70	527.70
				Yakima trip			
401706	KING COUNTY DIRECTORS ASSN	03/21/2014	3776545	6th grade camp	4051314050	127.27	243.46
				supplies/Lowe			
				KCDA Cart# 678554			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			3776546	KCDA supplies for sports First Aid kits Cart# 677986	4051314049	116.19	
401707	METRO PARKS OF TACOMA	03/21/2014	7431	FOR PO PURPOSES ONLY-INVOICE WILL FOLLOW NW TREK: 3RD GRADE FIELD TRIP ON MARCH 19, 2014	4031314009	714.00	714.00
401708	NORTHWEST CASCADE INC	03/21/2014	1-870440	2000 Athletic Department Northwest Cascade (Honey Bucket) Open PO for the School Year not to exceed \$1000.00	4061314033	184.50	184.50
401709	OLYMPIA JUNIOR PROGRAMS INC	03/21/2014	2014-149	OJP FIELD TRIP 3/6/2014 -- KINDER & 1ST GRADERS	4021314008	1,160.00	1,160.00
401710	SHIRLEY SOMMER	03/21/2014	186	SHS CHORAL INVITATIONAL ACCOMPANIMENT	4061314208	46.00	46.00
401711	STEILACOOM SCHOOL DISTRICT	03/21/2014	CATERING 262027	CATERING INVOICE FOR S2S	0	92.00	92.00
401712	SUSAN FLEMING GREER	03/21/2014	REIMB DRAMA CLUB	REIMB FOR DRAMA CLUB COSTUMES	0	58.00	58.00
401713	TACOMA CONVENTION AND TRADE CE	03/21/2014	FINAL DEPOSIT	3015 Class of 2015 Tacoma Convention Center Deposit for Prom	4061314181	1,500.00	1,500.00
401714	WASHINGTON DECA	03/21/2014	7381	4006 DECA DECA Housing for Hotel	4061314161	1,528.40	1,528.40
401715	WASHINGTON FCCLA	03/21/2014	CONF LET IT ECHO	STAR EVENT PARTICIPANTS	4061314210	1,440.00	1,440.00
			18	Computer	Check(s) For a Total of		10,136.42

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	18	Computer	Checks For a Total of	10,136.42
Total For	18	Manual, Wire Tran, ACH & Computer	Checks	10,136.42
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10,136.42

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 March 26, 2014, the board, by a _____ vote, approves payments, totaling \$1,823.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200168 through 200171, totaling \$1,823.50

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200168	CONSOLIDATED ELECTRICAL DIST	03/21/2014	8541-763415		0	683.43	683.43
200169	EHSI	03/21/2014	30496	HAZMAT SURVEY AND STORAGE TANK ASSESSMENT. DO NOT FAX	2001213031	88.75	88.75
200170	MATERIALS TESTING & CONSULTING	03/21/2014	12471	PROVIDE SPECIAL INSPECTION AND MATERIALS TESTING SERVICES FOR THE MODERNIZATION OF SHSD ADMINISTRATION BUILDING PER ATTACHED PROPOSAL DTD 21 NOV 2013. NTE \$6165	2001314021	745.00	745.00
200171	WALRATH TRUCKING , INC	03/21/2014	55976	SAND FOR FASTPITCH FIELD	0	306.32	306.32
4	Computer			Check(s) For a Total of			1,823.50

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	1,823.50
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	1,823.50
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,823.50

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

As of March 26, 2014, the board, by a _____ vote, approves payments, totaling \$1,528.40, and voids/cancellations, totaling \$1,528.40. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401716 through 401716, totaling \$1,528.40
Voids/Cancellations, totaling \$1,528.40

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
401716	SHERATON BELLEVUE	03/21/2014	7381	4006 DECA DECA Housing for Hotel	4061314161	1,528.40	1,528.40
				1 Computer	Check(s) For a Total of		1,528.40

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401714	WASHINGTON DECA	03/20/2014	7381	4006 DECA DECA Housing for Hotel	4061314161	1,528.40	1,528.40
			1	Void	Check(s) For a Total of		1,528.40

	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	1,528.40
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,528.40
Less	1	Voided	Checks For a Total of	1,528.40
			Net Amount	0.00

Steilacoom Historical School District No. 1

FOR THE MONTH March, 2014

CHECK DATE: 03/31/2014

PERIOD ENDING DATE: 03/31/2014

Pay Ded Ben Summary

PAY	DESCRIPTION	COUNT	FACTOR	RETIRE	
				GROSS	HOURS
TDP4X	DIFFERENTIAL	1	32.0000	53.12	
TEX3	EXTRA HOURS	18		1,609.18	68.60
TEX4	EXTRA HOURS	7		707.31	33.50
TGSK3	SCOREKEEPER	1		688.40	34.40
TGTS3	GAME TICKET SAL	1		144.00	12.00
TMB3	MUTUAL BENEFIT	5		631.97	32.00
TO154	OVERTIME 1.5	12		969.00	36.50
TO203	OVERTIME 2.0	3		691.55	18.50
TO254	OVERTIME 2.5	2		443.98	10.50
TRE3X	RETRO	1	1.0000	1,416.55	
TSE4	SEASONAL	2		4,104.10	286.00
TSP3	SUB CLASSIFIED	96		10,148.06	956.90
TSP3y	Sub Classified	1		2,214.90	133.80
TSP4	SUB CLASSIFIED	20		5,808.27	447.50
TST3	SUB TEACHER	138		34,233.47	1896.30
REPORT TOTAL				1383,704.10	51977.30

CHECK DATE: 03/31/2014 PERIOD ENDING DATE: 03/31/2014

Pay Ded Ben Summary

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
MHD	BC HDHP		8	4,410.01
TaxB+	Tax Ben +		6	475.40
TaxB-	Tax Ben -		6	-475.40
X0300	MEDICAL WAIVED		102	
			8909	506,083.77

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

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 3-26-14							
Name	Position	Hours	Location	Effective Date	Action	Extra-Curricular Amount	Comment
Luther Cynthia	Fiscal Clerk	8	District	3/24/2014	New Hire		
Nguyen Man	Custodian	4	Pioneer	3/27/2014	New Hire		
Shokrollahi Forozan	Preschool Para	3	Cherrydale	3/27/2014	New Hire		
Dansereau Rodney	Custodian	4	Cherrydale/District Office	3/27/2014	New Hire		

×

Field Trip Request:

School: Steilacoom High School

Program: Chamber Choir (15 students)

Staff Member in Charge: Lauren Whitham, Choral Director

Number of chaperones: 4 (possibly more)

Destination: Central Washington University, Ellensburg WA

Date: April 25-26 2014

Accommodations: Motel 6 Ellensburg

403 West University Way

I-90 at University Way

Ellensburg WA 98926

Phone: (509) 962-5585

FAX: (509) 962-5587

Educational Purpose:

To compete in the State Solo and Ensemble Contest and represent the Washington Music Educator's Mountain Region. Ensembles compete on Friday April 25, and soloists compete on Saturday April 26. We will return the evening of the 26th following the awards ceremony.

FIELD TRIP REQUEST FORM

THIS FORM MUST BE COMPLETED AND APPROVED

FOUR (4) WEEKS PRIOR TO THE EVENT.

School Steilacoom HS Destination Central Washington University

Applicant Lauren Whitham Depart Date April 25, 2014 Time: 5:30am

Date of Application March 11, 2014 Return Date April 26, 2014 Time: 5:00pm

PURPOSE OF TRIP: (Learning Objective)

Itinerary: STATE Vocal Contest

Person in Charge Lauren Whitham Type of Event (parade, contest, etc.)

Number of Teacher chaperones

1

Contest

Number of Chaperones

4

Number of Participating Students

15

Groups participating (orchestra, debate team, etc.)

Chamber Choir

TRANSPORTATION:

Type

BUS

Cost \$

(School bus, chartered bus, ferry, etc.)

HOUSING

Type

Hotel

Cost \$ 560.00

(Motel, hotel, dorm, private home, etc)

FOOD:

Group Meals

2

Cost \$ 280.00

(Number)

OTHER COSTS:

Entrance Fee, Accompanist Fee \$100.00
(Sightseeing, entrance fee, extra insurance coverage, etc.)

Total Trip Cost: \$

SOURCE OF FUNDS:

Building Budget

Account #

Cost \$

Student Body

Account # Choir ASB

Cost \$

Individual Students

Cost \$

Other

Cost \$

Signature of Person in Charge

Lauren Whitham

SCHOOL BUS/VAN NEEDED? Complete school bus/van transportation form and submit along with this form.

TEACHER: Keep a copy of this form. Submit this completed form to Mrs. Schiller who will forward to the appropriate administrator **four (4) weeks prior to the activity.**

Administrator's Signature of Approval:

[Signature]

Date:

3/18/14

(Administrator: Return this signed form to Mrs. Schiller.)

Overnight Field Trip Proposal

- The purpose of the trip is to compete, as state qualifiers, in the International DECA competition in Atlanta, GA.
- The participant is employing his skills as a marketing student in his area of expertise in international competition. He will be judged on their written and verbal skills in the marketing field.
- The students will travel by airplane and shuttle bus arranged by DECA and the advisor from Shelton High School who is travelling with her students and one Steilacoom High School student, Aidan Goins. The advisor's name is Jane Mahony. All necessary paperwork/POs will be submitted; the results from the state competition were just announced March 8.
- The chaperone will be Jane Mahony, marketing teacher and DECA advisor for Shelton High School. This DECA conference lodging is like the state conference in which the blocks of rooms have male and female chaperones on each floor dispersed amongst the students' rooms. Like at the state conference male chaperones from other schools will help with bed checks at this conference. The national DECA organization has put all of the Washington schools in the same hotel: The Downtown Hilton in Atlanta. The student participating is Aidan Goins.
- The students and chaperone will be staying at the Atlanta Hilton, which was assigned by national DECA. The required paperwork has been turned in. The transportation and lodging will be paid with the funds in the DECA/student store ASB account. Students/parents also contributed \$250 per participant for this trip. Itinerary:
 - a. Depart from Sea Tac Airport on May 2nd and return May 7th at 1:30 pm. Aidan will be transported to the airport by his parents.
 - b. Jane Mahony can be reached by cell phone at 360-490-4846



3/24/14



Special Meeting Minutes

3/8/2014

DuPont Public Safety Building 1780 Civic Drive DuPont, WA 98327

I. CALL TO ORDER

Chair Scott called the meeting to order at 9:00 am.

Director Denning led the Pledge of Allegiance.

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

All other Directors and Superintendent Weight present.

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.

III. WELCOME/OVERVIEW

Colleen Miller, Washington State School Directors Association Facilitator, gave an overview of the morning session.

IV. BOARD/SUPERINTENDENT ROLES & RESPONSIBILITIES

The Board/Superintendent roles and responsibilities were discussed.

V. BOARD OPERATING PROTOCOL

The existing Board Operating Protocol was reviewed.

VI. BREAK

VII. DISTRICT GOALS

The current District, Board and Superintendent goals were reviewed. Templates for aligning goals as well as assessment options and methodologies were discussed and will be refined at a later meeting.

VIII. BOARD GOALS

IX. SUPERINTENDENT GOALS

X. SUPERINTENDENT EVALUATION

The superintendent evaluation template was reviewed.

XI. NEXT STEPS

XII. WORKING LUNCH

XIII. STRATEGIC PLANNING

Capital Projects, Capital Assets, Maintenance/Facilities, Finance, Academics and Community topics were discussed.

XIV. ADJOURNMENT

Director Denning made a motion to adjourn the meeting at 2:42 pm; Director Pierce seconded the motion and the motion passed (4/0).

(Secretary/Superintendent)

(Chair)



Regular Meeting Minutes

3/12/2014

Steilacoom High School

54 Sentinel Drive

Steilacoom, WA

I. CALL TO ORDER

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

Director Pierce led the Pledge of Allegiance.

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

Director Pierce 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.

III. RECOGNITION - Classified School Employees

Chair Scott read a proclamation from Governor Jay Inslee recognizing classified school employees in the month of March 2014.

Paula Franklin, SCEA officer, was in attendance and Superintendent Weight acknowledged her presence and acknowledged all classified staff and the work they do as District employees.

IV. PRESENTATION - Washington State Risk Management Pool

Superintendent Weight introduced Sara Hoover from Washington State Risk Management Pool who presented Superintendent Weight with plaques for achieving a perfect score on the 2011 Best Practices Risk Assessment Survey, 2012 Employment Liability Risk Assessment Survey and 2013 Site Based Risk Assessment Survey.

V. PRESENTATION - District Speech Language Pathology (SLP) Team

Executive Director Beauchaine introduced the SLP team Linda Ross, Bridget King, Heather Dodd, Danielle Meier and Jennifer Weller. The team spoke about themselves and the work they are doing with students in the area of building communication skills.

VI. APPROVAL OF MINUTES

Director Denning made a motion to approve the 2.26.14 regular school board meeting minutes; Director Pierce seconded the motion and the motion passed (4/0).

VII. REPORTS - Legislative

Director Denning reported that Thursday, 3/13/14, is the last day of this legislative session. Budget is being finalized. Of note is school capacity, No Child Left Behind Waiver, 24 high school credit requirement, restoring federal forest payments to school districts.

VIII. CONSENT AGENDA

Director Denning made a motion to approve the Consent Agenda which included personnel reports and two high school field trips. Director Forbes seconded the motion and the motion passed (4/0).

IX. OLD BUSINESS

a. Second Reading of Policy 3124, Removal/Release of Student During School Hours

Director Denning made a motion to approve Policy 3124; Director Pierce seconded the motion and the motion passed (4/0).

b. Second Reading of Policy 3126, Child Custody

Director Pierce made a motion to approve Policy 3126; Director Forbes seconded the motion and the motion passed (4/0).

c. Second Reading of Policy 4260, Use of School Facilities

Supt. Weight stated that revisions were made since the first reading and it has been reviewed by legal counsel. Director Forbes made a motion to approve Policy 4260; Director Denning seconded the motion and the motion passed (4/0).

X. NEW BUSINESS

a. First Reading of Policy 2236, Required Observances

Director Denning made a motion to move Policy 2236 to a second reading; Director Pierce seconded the motion and the motion passed (4/0).

b. First Reading of Policy 4215, Use of Tobacco & Nicotine Products & Delivery Devices

Director Pierce made a motion to move Policy 4215 to a second reading; Director Forbes seconded the motion and the motion passed (4/0).

c. Approval of 2014-15 School Year Calendar

Director Forbes made a motion to approve the 2014 - 2015 school year calendar; Director Denning seconded the motion and the motion passed (4/0).

XI. COMMENTS FROM THE AUDIENCE

No comments.

XII. BOARD COMMUNICATION

No Board Communications.

XIII. ANNOUNCEMENTS

Director Denning announced the impressive showing by the secondary choral groups and soloists at the regional competition.

Director Forbes reported softball field progress looks good and the first home game is next week.

Chair Scott announced that the Town of Steilacoom approved the installation of the softball scoreboard.

Supt. Weight announced the two kindergarten information sessions were held by Executive Director Beauchaine and her Student Enrollment Team. Kindergarten registration begins on March 24.

Supt. Weight announced that on March 27, the Steilacoom High Accreditation visits will take place. The recommendation is that accreditation is completed by May 21, 2014.

Director Denning announced the March 25 District Choral Festival which will be held at Pacific Lutheran University Lagerquist Hall.

XIV. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 7:34 pm; Director Pierce seconded the motions and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Board of Directors' Operating Protocol
Adopted March 26, 2014

The most effective way to operate and supervise a dynamic, growing school district is through close cooperation between the school board, the superintendent, and the administrative leadership team. Each group plays a different role, and each role is essential to the success of the entire system (staff and students). In order to allow each group to compliment and ensure the success of the others, there must be agreement on some philosophical ideas and practical ways of working together to achieve the common goal – quality education programs for each student. To achieve, within the legal and financial limits of the District, quality education programs for each student, the Board pledges to strive toward excellence in performance and expects the same from each individual who works in Steilacoom Historical School District.

Board directors and administrators have an obligation to provide educational leadership. The public expects the best in planning, decision-making, communication, and educational expertise. However, all decisions and policies of the Board-Administration Team must be gauged and tested against two fundamental beliefs: schools are for kids; and schools belong to the people.

For the purpose of enhancing teamwork among members of the Board and between the Board and the Administrative Team, we, the members of the Steilacoom School District Board of Directors, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

PRINCIPLES FOR BOARD-ADMINISTRATION RELATIONS

The following philosophical ideas, operating principles, and behaviors, when adhered to by all, will create an open, productive environment for a team approach to school leadership:

1. Positive Approach

Each member of the team is charged with the responsibility of working with the team to find the best way to meet the needs of the students and staff. An open, positive, and problem solving atmosphere toward designing, implementing, and assessing plans to achieve the goals of the organization is critical.

2. Judgment and Trust

To develop an effective team process, each group must support and cooperate with team members, collectively and individually.

3. Loyalty and Disagreement

Cooperation, support, and loyalty do not mean there will be agreement on every issue. Dialogue, divergent thinking, and debate will encourage the best decisions. To clarify this principle, a few ground rules must be covered:

- Each team member has the responsibility for being loyal to the District, to each member of the team, and to the primary goal -- a quality education for every child.
- Board Directors should not be contacting employees of the District on operational issues. Questions about operations, direction, etc., should be directed to the Superintendent.
- Board Directors are encouraged to offer praise for employees, but criticism must be channeled through the Superintendent's office.
- Debate the issues, not one another. Avoid personal slurs and snide comments.
- Information about employees, negotiations, and other confidential areas discussed in executive session will remain completely confidential. Information given in confidence, particularly when planning and exploring alternatives must also remain confidential. Team members should state in advance whatever they consider to be confidential information.
- When Board Directors or the superintendent find themselves in disagreement with another team member, a one-to-one meeting with that person should be arranged to resolve the disagreement. Once resolved, the disagreement will remain a private matter.
- Discussion at meetings and debate over issues should be open and honest. Once a final team decision is reached, each member has the responsibility to support the decision.
- Agendas must be open and on the table for meaningful dialogue to occur. Information upon which decisions are to be made, with accompanying alternatives, will be given to the Board in a timely manner so that appropriate input and analysis can take place prior to the time of the decision. Surprises at meetings are counterproductive.

4. Accountability to Community

The School Board, Superintendent, and administrative team are accountable to the public for the decisions made and for the quality of their work. Responsibility to the community is demonstrated by listening to them and by using effective systems of gathering information as assessment.

5. Communication

Effective interpersonal communication requires a healthy communication climate with high levels of trust and respect for individuals and for the mission of providing a quality education for all students. To achieve this, messages must be open, straightforward, and honest.

- The Superintendent and the Board will make deliberate attempts to share information and data with all team members. Team members shall utilize the chain of command as outlined by District policy/procedures.
- When an individual Board Director is contacted by a staff or community member, each member has agreed to the following procedures:
 - a. Hear out the individual's concern.
 - b. Ask if the issue has been discussed with the person immediately responsible.
 - c. Express concern about the issue and a desire to assist in resolution, while reinforcing the need to resolve the issue at the immediate local level. If unsuccessful, proceed to the next level(s) of responsibility.
- Only the Superintendent, his/her designee, or a Board-designated representative may contact the District's negotiator, should one be used, on current negotiations. If a Board Director feels a need to talk to District counsel or the negotiator, he or she is to contact the Superintendent who will arrange for all meetings. The Board president may contact the District's legal counsel in reference to the Superintendent's contract.
- It is important to keep the Superintendent and other Board members informed of unusual happenings as quickly as they occur.
- The Superintendent is responsible for communicating official district operational positions to the media. There will also be occasions when the Board president communicates the official District position. Board members may certainly state personal positions; as long as they make it known they are not speaking for the Board or the District.
- The Board will emphasize planning, policy making, and public relations rather than becoming involved in the daily operations of the schools.
- After reviewing the agenda, Board members agree to ask questions when clarification is needed so that the Board meetings can proceed smoothly and efficiently. Board members can also contact the Superintendent to discuss issues prior to the meetings. Members may also request addition of items to the agenda prior to its adoption.

- Each Board member will become conversant with matters on which the Board acts, reviewing all materials prior to meetings. They will attend essential Board training and inform themselves about important issues through individual readings.
- All personnel complaints and criticisms received by the Board or its individual members will be directed to the Superintendent.
- Members agree to operate as a team and employ appropriate group problem solving techniques. They agree to focus on issues rather than personalities, to propose viable alternatives to problems, to disagree constructively and communicate with each other in a respectful manner.

Signed this 26th day of March 2014;

Sam Scott, Board Chair

Yoshie Wong, Vice Chair

Kathi Weight, Superintendent

Don Denning, Legislative Representative

Jason Pierce, Board Director

Robert Forbes, Board Director

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: March 26, 2014

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Second Reading Policy 2236 Required Observances
(Veterans Day, Constitution Day, Temperance and
Good Citizenship Day, Disability History Month
 INFORMATION

BACKGROUND INFORMATION:

This revision is to revise the name of Policy 2236 to include Disability History Month. This policy is also updated to add Disability History Month (October) to the list of required observances for the upcoming school year.

WSSDA will be working with Disability Rights Washington to issue a new model policy geared specifically to Disability History Month that provides guidance as to the types of activities that would achieve compliance to the law [RCW 28A.230.158](#), requiring schools to celebrate Disability History every October.

Revisions follow WSSDA's model policy language.

Revisions from first reading, deletes time duration and additional description in last paragraph.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve Policy 2336.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

Required Observances (Veterans Day, Constitution Day, Temperance and Good Citizenship Day, Disability History Month)

Principals will be responsible for the preparation and presentation of educational activities in observance of Veteran's Day. The program will be conducted during the school week preceding the eleventh day of November of each year.

Constitution Day will be observed each year on September 17 in commemoration of the September 17, 1787, signing of the United States Constitution. If September 17 occurs on a non-school day, Constitution Day will be conducted on the preceding Friday.

Temperance and Good Citizenship Day will be observed on January 16 or, if on a non-school day, the Friday preceding January 16.

Disability History Month will be observed during the month of October.

Legal References:

RCW 28A.230.150	Temperance and Good Citizenship Day — Aids in programming
RCW 28A.230.158	Disability history month
RCW 28A.230.160	Educational activities in observance of Veteran's Day
36 U.S.C. 106	Constitution and Citizenship Day

Management Resources:

<i>Policy News</i> , August 2006	Constitution Day Recognition
<i>Policy News</i> , February 2014	Other updates/corrections

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 3.26.14

Use of Tobacco and Nicotine Products and Delivery Devices

The board of directors recognizes that to protect students from exposure to the addictive substance of nicotine, employees and officers of the school district, and all members of the community, have an obligation as role models to refrain from use of tobacco products and delivery devices on school property at all times. Tobacco products and delivery devices include, but are not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, electronic smoking/vapor devices, "vapor pens," non-prescribed inhalers, nicotine delivery devices or chemicals that are not FDA-approved to help people quit using tobacco, devices that produce the same flavor or physical effect of nicotine substances, and any other smoking equipment, device, material or innovation.

Any use of such products and delivery devices by staff, students, visitors and community members will be prohibited on school district property. Possession by, or distribution of tobacco products to by minors is prohibited. This will include all district buildings, grounds and district-owned vehicles.

The use of Federal Drug Administration (FDA) approved nicotine replacement therapy in the form of a nicotine patch, gum or lozenge is permitted. However, students and employees must follow applicable policies regarding use of medication at school.

Notices advising students, district employees and community members of this policy will be posted in appropriate locations in all district buildings and at other district facilities as determined by the superintendent and will be included in the employee and student handbooks. Employees and students are subject to discipline for violations of this policy, and school district employees are responsible for the enforcement of the policy.

Cross References:	Board Policy 3200	Student Rights and Responsibilities
	Board Policy 3241	Classroom Management, Corrective Actions or Punishments
	Board Policy 3416	Medication at School
	Board Policy 5201	Drug-Free Schools, Community and Workplace
	Board Policy 5280	Termination of Employment
Legal References:	RCW 28A.210.310	Prohibition on use of tobacco products on school property
	RCW 70.155.080	Purchasing, obtaining or possessing tobacco by persons under 18 — Civil infraction — Jurisdiction
	RCW 28A.210.260	Public and private schools — Administration of medication — Conditions.
	RCW 28A.210.270	Public and private schools-Administration of Medication-Immunity from liability-Discontinuance, procedure.
Management Resources:		

Policy and Legal News, February 2014 Use of Tobacco and Nicotine Substances policy
updated to address vapor devices

Policy News, December 2010 Addressing the Use of “Electronic” Cigarettes
Policy News, October 2010 Electronic Cigarettes

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 4.22.09; 3.26.14

COMPULSORY ATTENDANCE

~~Parents of any child eight years of age and under eighteen years of age shall cause such child to attend school and such child shall have the responsibility to and therefore shall attend for the full time when such school may be in session unless the child is enrolled in an approved private school, an educational center as provided in chapter 28A.205 RCW or is receiving home-based instruction. Parents of any child six or seven years old, who have enrolled the child in school, shall cause the child to attend school for the full time when such school may be in session, unless the child is formally withdrawn from enrollment by the parents.~~

~~Exception may be granted by the superintendent in the following circumstances:~~

- ~~A. The student is physically or mentally unable to attend school;~~
- ~~B. The student is attending a residential school operated by the Department of Social and Health Services;~~
- ~~C. The student's parents have requested a temporary absence for purposes agreed to by the district and which will not cause a serious adverse effect on the student's educational process;~~
- ~~D. The student is sixteen years of age, regularly and lawfully employed and either has parent permission or is emancipated pursuant to chapter 13.64 RCW;~~
- ~~E. The student has met graduation requirements;~~
- ~~F. The student has received a certificate of educational competence (GED).~~

~~Any law enforcement officer authorized to make arrests can take a truant child into custody without a warrant and must then deliver the child to the parent or to the school.~~

~~The district shall not require enrollment for either (a) a minimum number of semesters or trimesters or (b) a minimum number of courses in a semester or trimester which exceeds the enrollment time or courses necessary for a student to meet established course, credit, and test requirements for high school graduation.~~

Cross-References:	Board Policy 3114	Part-time, Home-based, or Off-campus Students
	Board Policy 3122	Excused and Unexcused Absences
Legal References:	AGO 1980 No. 6	Truancy — Enforcement of compulsory attendance law
	RCW 28A.225.010,	Attendance mandatory — Age — Persons having custody shall cause child to attend public school — When excused
	RCW 28A.225.080	Employment permits
	RCW 28A.225.090	Penalties in general — Defense — Suspension of fine — Complaints to court
	WAC 180-51-020	Additional local standards

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised:

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: March 26, 2014

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** First Reading **Policy 3130 District Attendance Areas**
INFORMATION

BACKGROUND INFORMATION:

Policy 3130 District Attendance Areas is recommended for deletion by WSSDA. The requirements are sufficiently defined in law and are considered unnecessary at the policy level.

Note that [Policy 3131 District Attendance Area Transfers](#) addresses the issue of requests for students attending another building within the district.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to move Policy 3130 to a second reading.

Report prepared by:

Susanne Beauchaine-Executive Director Student Services

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

BACKGROUND INFORMATION:

WSSDA's model policy language is followed.

RECOMMENDED DECISION:

Report prepared by:

Packet page 91 of 94

CHILD ABUSE, NEGLECT AND EXPLOITATION PREVENTION

Child abuse, neglect and exploitation are violations of children's human rights and an obstacle to their educational development. The board directs that staff ~~will~~shall be alert for any evidence of such abuse, neglect or exploitation. For purposes of this policy, "child abuse, neglect or exploitation" ~~will~~shall mean:

- A. Inflicting physical injury on a child by other than accidental means, causing death, disfigurement, skin bruising, impairment of physical or emotional health, or loss or impairment of any bodily function;
- B. Creating a substantial risk of physical harm to a child's bodily functioning;
- C. Committing or allowing to be committed any sexual offense against a child as defined in the criminal code, or intentionally touching, either directly or through the clothing, the genitals, anus or breasts of a child for other than hygiene, child care or health care purposes;
- D. Committing acts which are cruel or inhumane regardless of observable injury. Such acts may include, but are not limited to, instances of extreme discipline demonstrating a disregard of a child's pain or mental suffering;
- E. Assaulting or criminally mistreating a child as defined by the criminal code;
- F. Failing to provide food, shelter, clothing, supervision or health care necessary to a child's health or safety;
- G. Engaging in actions or omissions resulting in injury to, or creating a substantial risk to the physical or mental health or development of a child; ~~or~~;
- H. Failing to take reasonable steps to prevent the occurrence of the preceding actions.

Child abuse can include abuse by another minor and so may be included in incidents of student misconduct.

When feasible, the district will provide community education programs for prospective parents, foster parents and adoptive parents on parenting skills and on the problems of child abuse and methods to avoid child abuse situations. The district ~~will~~shall also encourage staff to participate in in-service programs that deal with the issues surrounding child abuse.

The superintendent ~~will~~shall develop reporting procedures, including sample indicators of abuse and neglect, and ~~will~~shall disseminate the procedures to all staff. The purpose is to identify and report as soon as possible to the proper authorities all evidence of child abuse or neglect. Staff ~~will~~shall receive training regarding reporting obligations during their initial orientation and every three years after initial employment.

Classified and certified staff are legally responsible for reporting all suspected cases of child abuse and neglect. A certificated or classified school employee who has knowledge or reasonable cause to believe that a student has been a victim of physical abuse or sexual misconduct by another school employee ~~will~~shall report such abuse or misconduct to the appropriate school administrator. The administrator ~~will~~shall report to the proper law enforcement agency if he or she has reasonable cause to believe that the misconduct or abuse has occurred as required under RCW 26.44.030. Under state law staff are free from liability for reporting instances of abuse or neglect and professional staff are criminally liable for failure to do so.

Staff need not verify that a child has in fact been abused or neglected. Any conditions or information that may reasonably be related to abuse or neglect should be reported. Legal authorities have the responsibility for investigating each case and taking such action as is appropriate under the circumstances.

~~School staff will not make any student available for an investigative interview, with government officials, unless the child consents. If the child is under 12 years of age and the request is from law enforcement officials, the law enforcement official must obtain parental consent, a court order, a warrant, or stipulate the existence of exigent circumstances.~~

Cross References:

<u>Policy 3226</u>	<u>Interviews and Interrogations of Students on School Premises</u>
<u>Board Policy 4310</u>	<u>Relations with the Law Enforcement, and Child Protective Agencies, and the County Health Department</u> <u>District Relationship with law Enforcement and Other Government Agencies</u>
Legal References: RCW 13.34.300	<u>Relevance of failure</u> Failure to cause juvenile to attend school as evidence under neglect petition
<u>RCW</u> 26.44.020	Child abuse — Definitions
<u>RCW</u> 26.44.030	Reports — Duty and authority to make — Duty of receiving agency — Duty to notify — Case planning and consultation — Penalty for unauthorized exchange of information — Filing dependency petitions — <u>Investigations</u> — Interviews of children — Records — Risk assessment process
<u>RCW</u>	<u>28A.620.010</u> — <u>Community education provisions</u> — <u>Purposes</u>
<u>28A.620.020</u>	<u>Community education provisions</u> — <u>Restrictions</u>
<u>43.43.830</u>	<u>Background checks</u> — <u>Access to children or vulnerable persons</u>
<u>28A.320.160</u>	Alleged sexual misconduct by school employee — Parental notification — Information on public records act.
<u>RCW</u> 28A.400.317	Physical abuse or sexual misconduct by school employees — Duty to Report — Training
<u>RCW</u> 28A.620.010	<u>Community education provisions</u> — <u>Purposes</u>
<u>RCW</u> 28A.620.020	<u>Community education provisions</u> — <u>Restrictions</u>
	<u>Classes on parenting skills and child abuse prevention encouraged</u>

RCW 43.43.830 Background checks — Access to children or
vulnerable persons

WAC 388-15-009

What is~~Definition of~~ child abuse or;
neglect? ~~or exploitation~~

AGO 1987, No. 9

Children — Child Abuse — Reporting
by School Officials — Alleged
Abuse by Student

Management Resources:

Policy News, April 2010

Child Abuse Interviews at Schools

Policy News, February 2007

Physical Abuse and Sexual Misconduct
Notice Requirements

Policy News, June 1999

23% of districts out-of-compliance on
child abuse policies

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: