



## **Regular Meeting Minutes**

Steilacoom High School · 54 Sentinel Drive · Steilacoom, WA

November 16, 2022

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

Director Scott called the meeting to order at 6:00 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

As Director Hogan had yet not arrived at the meeting, Director Scott proceeded to introduce the presentation portions of the agenda. Upon Director Hogan's arrival, Director Scott moved back to the Call to Order portion of the agenda and called for a motion to excuse Director Rohrer and Director McDonald. Director Tinsley made a motion to excuse Director Rohrer and Director McDonald, Director Hogan seconded the motion, and the motion was approved (3/0). Directors Rohrer and McDonald are both participating in the WSSDA leadership class in Spokane. Director Hogan, Director Scott, and Director Tinsley are present.

Director Tinsley made a motion to approve the agenda, Director Hogan seconded the motion, and the motion passed (3/0).

### **II. PRESENTATIONS**

#### **A. CTE Community Member Recognition**

Jessica Soete, Steilacoom High School Assistant Principal, recognized John and Niki O'Reilly, owners of Topside Bar & Grill, for their continued community partnership with Steilacoom High School's CTE program.

#### **B. Saltar's Point Elementary Inspire Lab**

Laurie Vallieres, Director of Elementary Education, and Alex Clauson, Saltar's Point Elementary Principal, recognized Katelyn Manglona for her creation of the Inspire Lab at Saltar's Point, along with the incredible STEAM work she has done with the Saltar's Point students. The Inspire Lab, along with purchased curriculum and numerous clubs throughout the district, are funded by the 2019 DoDEA Inspire Grant, which is a K-8 STEAM grant. Ms. Manglona shared photos of students participating in hands-on experiences where they are able to use their skills and their imaginations to build, create, and invent.

### III. COMMENTS FROM THE AUDIENCE

No comments.

### IV. REPORTS

#### A. CTE Advisory Committee Report

Jessica Soete shared the CTE Fall General Advisory Report. She shared student highlights, CTE updates including dual credit articulations and dual credit opportunities, new CTE staff members, and possible future collaboration between the high school and middle school in their video production and photography and yearbook classes.

#### B. Steilacoom High School Class of 2022 Graduation Data

Mike Miller, Steilacoom High School Principal, shared a presentation regarding SHS graduation data. The 4-year cohort adjusted graduation rate for the SHS class of 2022 is currently 93.5%. The 5-year cohort adjusted graduation rate for the SHS class of 2021 is 93.5%. Mr. Miller also shared that the SHS Class of 2023 graduation has been scheduled for June 8 at 6:00 pm. The ceremony will take place at Cheney Stadium in Tacoma.

#### C. End of Year Budget Update

Melissa Beard, Chief of Finance and Operations, shared an End of Year Budget Report with the Board. Dr. Beard shared a general fund summary, general fund impacts, and next steps for the district. Questions and discussion followed.

### V. CONSENT AGENDA

Director Tinsley made a motion to approve the Consent Agenda, Director Hogan seconded the motion, and the motion passed (3/0). The Consent Agenda included attached Financial Reports; October and November 2022 Accounts Payable including October 22 Payroll; October 19, 2022 Regular Board Meeting Minutes; Personnel Reports; Exhibit A of the SRO Interlocal Agreement; and Non-Discrimination/Affirmative Action Plan.

### VI. OLD BUSINESS - Approval of 2023-2028 Capital Facilities Plan

Shawn Lewis, Executive Director of Community Relations and Planning, shared the SHSD 2023-2028 Capital Facilities Plan. The district has prepared the Capital Facilities Plan to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years.

Director Tinsley made a motion to approve the 2023-2028 Capital Facilities Plan, Director Hogan seconded the motion, and the motion passed (3/0).

## VII. NEW BUSINESS

### A. **First Reading of Policy 1610 Conflicts of Interest**

Shawn Lewis presented updates to Policy 1610 to reflect revised statutory language, including Senate Bill 6326 from the 2020 legislative session. This legislation amended threshold amounts regarding certain exceptions to the rule on conflicts of interest.

Director Tinsley made a motion to approve Policy 1610 Conflicts of Interest, Director Hogan seconded the motion, and the motion passed (3/0).

### B. **First Reading of Policy 2401 Competency/Mastery Based Credits**

Paul Harvey, Executive Director of Student Achievement, presented the board with an update to district Policy 2401 Competency/Mastery Based Credits. The update adds Financial Education into the policy, reflecting the recent emphasis from the legislature on financial literacy.

Director Tinsley made a motion to approve Policy 2401 Competency/Mastery Based Credits, Director Hogan seconded the motion, and the motion passed (3/0).

### C. **First Reading of Policy 6100 Revenues from Local, State and Federal Sources**

Melissa Beard presented Policy 6100 Revenues from Local, State and Federal Sources. The revised policy authorizes the superintendent or designee to apply for optional federal grants that exceed \$250,000.

Director Tinsley made a motion to approve Policy 6100 Revenues from Local, State and Federal Sources, Director Hogan seconded the motion, and the motion passed (3/0).

### D. **Appointment of For/Against Statement Committees for Bond Voters' Pamphlet**

Shawn Lewis shared that under a new State law, all election departments of county auditors are now required to print and distribute a local voters' pamphlet for all elections. Each school district is required to prepare an explanatory statement for each ballot proposition, filed with the county elections department by December 16, 2022. The school district attorney who drafted the bond resolution has prepared and we have approved the statement. School Boards must also formally appoint committees "For" and "Against" the ballot measure. These committees will write the pro/for and con/against statements that will appear in the voters' pamphlet.

Director Tinsley made a motion to appoint Starlene Enfield and Patrick Lewis to the For Committee and to notify the Pierce County Elections department that the district was unable to find individuals for the Against Committee, Director Hogan seconded the motion, and the motion passed (3/0).

## VIII. BOARD COMMUNICATION

Director Hogan shared he has heard great things about Susan Greer's work at Anderson Island Elementary.

No board communication as a whole.

**IX. ANNOUNCEMENTS**

- Director Tinsley shared Cherrydale PTA raised \$15,000 for Cherrydale.
- Director Scott shared there will be a bond presentation next Tuesday, November 22, at the DuPont City Council meeting.

**X. ADJOURNMENT**

Director Tinsley made a motion to adjourn the meeting at 6:47 pm, Director Hogan seconded the motion, and the motion passed (3/0).

K. Weight  
(Secretary/Superintendent)

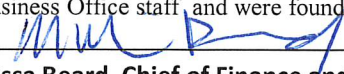
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(Chair)  
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# Steilacoom Historical School District

**Affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student Body Fund, Private Purpose Trust Fund and Transportation Vehicle Fund.**

**DATE: November 16, 2022**

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

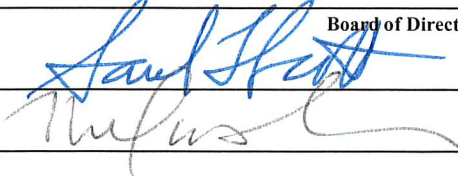


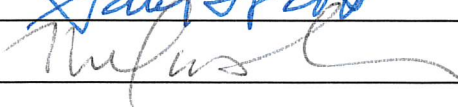
**Dr. Melissa Beard, Chief of Finance and Operations**

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

FUND NAME					WARRANTS (INCLUSIVE)	AMOUNT
<b><u>GENERAL FUND:</u></b>						
October 14, 2022	Accounts Payable	132413	to	132413	\$	39,983.12
October 17, 2022	Accounts Payable	132414	to	132414	\$	137.04
October 18, 2022	Accounts Payable	132415	to	132445	\$	348,855.87
	Payroll	800913	to	800915	\$	5,544.97
	Payroll A/P	132446	to	132456	\$	470,170.48
	Payrol ACH Payments				\$	604,005.09
	Payroll Taxes				\$	648,816.39
	Direct Deposit				\$	1,837,714.41
October 27, 2022	Accounts Payable	132457	to	132510	\$	185,346.42
November 4, 2022	Accounts Payable	132511	to	132538	\$	121,049.91
November 9, 2022	Accounts Payable	132539	to	132574	\$	348,567.90
	Accounts Payable		to			
<b>TOTAL GENERAL FUND:</b>					<b>\$</b>	<b>4,610,191.60</b>
<b><u>CAPITAL PROJECTS FUND:</u></b>						
October 19, 2022	Accounts Payable	200517	to	200523	\$	534,930.68
October 27, 2022	Accounts Payable	200524	to	200525	\$	44,493.27
November 4, 2022	Accounts Payable	200526	to	200526	\$	17,547.15
November 9, 2022	Accounts Payable	200527	to	200527	\$	60,400.08
<b>TOTAL CAPITAL PROJECTS FUND:</b>					<b>\$</b>	<b>657,371.18</b>
<b><u>ASSOCIATED STUDENT BODY FUND:</u></b>						
October 17, 2022	Accounts Payable	405064	to	405064	\$	45.79
October 19, 2022	Accounts Payable	405065	to	405066	\$	282.94
October 27, 2022	Accounts Payable	405067	to	405070	\$	13,732.38
November 8, 2022	Accounts Payable	405071	to	405091	\$	577.47
November 9, 2022	Accounts Payable	405092	to	405095	\$	5,718.69
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>					<b>\$</b>	<b>20,357.27</b>
<b><u>TRANSPORTATION VEHICLE FUND:</u></b>						
			to			
			to			
<b>TOTAL TRANSPORTATION VEHICLE FUND:</b>					<b>\$</b>	<b>-</b>

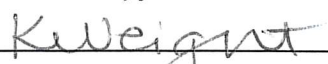
Board of Directors of Steilacoom Historical School District No. 1





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



**Kathi Weight, Secretary to the Board**

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1**  
**CLASSIFIED PERSONNEL REPORT - NOVEMBER 16, 2022**

<b>Name</b>	<b>Position</b>	<b>Hours</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
ZACHER JOSHUA	GROUNDS	8.00	MAINTENANCE	11/11/2022	RESIGNATION	
DUNCAN SCOTT	MAINTENANCE TECH	8.00	MAINTENANCE	12/30/2022	RETIREMENT	
NGUYEN NGON	CUSTODIAN	8.00	PIONEER	11/17/2022	NEW HIRE	

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1**  
**CO-CURRICULAR PERSONNEL REPORT - NOVEMBER 16, 2022**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>	<b>Amount</b>	<b>Comment</b>
WILLIAMS LASHAWN	GIRLS JV BASKETBALL COACH	HIGH SCHOOL	11/17/2022	\$ 4,549.88	
BURKES RODERICK	DATA TEAM LEADER	SALTAR'S POINT	11/1/2022	\$ 2,000.00	
BARTON KRISTEN	DATA TEAM LEADER	SALTAR'S POINT	11/1/2022	\$ 2,000.00	
SLATER RYAN	DATA TEAM LEADER	SALTAR'S POINT	11/1/2022	\$ 2,000.00	
MCATEE SHELLEY	DATA TEAM LEADER	SALTAR'S POINT	11/1/2022	\$ 2,000.00	
DOWDELL MICHAEL	BOYS JV BASKETBALL COACH	HIGH SCHOOL	11/17/2022	\$ 4,549.88	
BLUITT AARON	BOYS C TEAM BASKETBALL COACH	HIGH SCHOOL	11/17/2022	\$ 4,549.88	