



Regular Meeting Minutes

Anderson Island Elementary School • 13005 Camus Road • Anderson Island, WA
September 21, 2022

I. CALL TO ORDER

Chair Rohrer called the meeting to order at 5:42 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Chair Rohrer, Vice Chair McDonald, Director Hogan, Director Scott, and Director Tinsley all present.

Director Scott made a motion to approve the agenda, Director McDonald seconded the motion, and the motion passed (5/0).

II. PRESENTATIONS

A. Anderson Island Elementary Welcome/Introduction of New Staff

Anderson Island Elementary Principal Susan Greer welcomed the school board to Anderson Island, and introduced new AIE staff for the 2022-23 school year. New staff include Cara Kamel (2nd/3rd grade teacher) and Ted Nussbaum (multi-grade teacher).

B. Community Recognition American Legion Post 265

Executive Director Shawn Lewis introduced Susan Greer, who recognized American Legion Post 265 for their continued support of Anderson Island Elementary students. Gabe Sachwitz was present to represent the Post. On the 100th day of school, together with Booster Club, the Post provides shoes each year for every student on the island. They also sponsor field trips, share their flag retirement ceremonies with students, donate books and time reading to the students, and participate in Veterans Day assemblies, where they bring memorabilia and share military experiences with the students.

III. COMMENTS FROM THE AUDIENCE

- Mandrake Holmquist, Anderson Island resident, commented regarding her daughter's experiences in the district.
- Samantha Music-Siridakis, Anderson Island resident, shared her desire for Anderson Island Elementary to be expanded through fifth grade.
- Brayden Heitzman, an Anderson Island Elementary student, spoke regarding food service on the island.
- Toni Heitzman, Anderson Island resident, shared her concern regarding lack of full-time administration at Anderson Island Elementary and her desire for students who live on Anderson Island to have the same opportunities that mainland students have.
- Sara Mossman, Anderson Island resident, shared her appreciation for Principal Susan Greer, the district's emphasis on social emotional learning, and Anderson Island Elementary's learning programs. She also shared hopes the school extend to fifth grade.

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

- Chair Rohrer shared communication from Angela Kroll, which was emailed to the district, regarding concerns about the pickup situation at Steilacoom High School. This communication will be a part of the minutes of this meeting.

IV. REPORTS

A. Bond Project Proposal

Shawn Lewis, Executive Director of Community Relations and Planning, shared bond election data and a bond planning report. Chair Rohrer encouraged community members in attendance to participate in the community bond planning committee, and shared that a bond presentation will also take place on Anderson Island. Director Hogan also encouraged Anderson Island community members to share their voices on the community bond planning committee.

B. Legislative Assembly Report

Director Hogan shared a legislative assembly report. Specific areas of interest this session include improving health and safety, supporting special education programs, funding that reflects reality, and other important topics. Director Hogan will participate in the WSSDA General Assembly as SHSD's voting delegate on September 30 and October 1.

V. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda, Director Tinsley seconded the motion, and the motion passed (5/0). The Consent Agenda included Financial Reports; August and September 2022 Accounts Payable including August 2022 Payroll; August 24, 2022 Regular Board Meeting Minutes; Personnel Reports; and IT Surplus.

VI. OLD BUSINESS

A. Second Reading of Policy 6970 Naming Schools and Facilities

Executive Director Shawn Lewis presented the second reading of Policy 6970 Naming Schools and Facilities. There have been no changes since the first reading of Policy 6970 at the August 24, 2022 Regular Board Meeting.

Director Scott made a motion to adopt Policy 6970 Naming Schools and Facilities, Director Hogan seconded the motion, and the motion passed (5/0).

B. Second Reading of Policy 4218 Language Access Plan

Executive Director Shawn Lewis presented the second reading of Policy 4218 Language Access Plan. There have been no changes since the first reading of Policy 4218 at the August 24, 2022 Regular Board Meeting.

Director Tinsley made a motion to adopt Policy 4218 Language Access Plan, Director McDonald seconded the motion, and the motion passed (5/0).

VII. NEW BUSINESS

A. First Reading of Policy 1410 Executive or Closed Sessions

Executive Director Shawn Lewis presented Policy 1410 Executive or Closed Sessions. The revisions provided in this update provide minor clarifications to existing policy. Director Scott made a motion to approve Policy 1410 Executive or Closed Sessions, Director Hogan seconded the motion, and the motion passed (5/0).

B. First Reading of Policy 3122 Excused and Unexcused Absences

Executive Director Gudrun Sullivan presented Policy 3122 Excused and Unexcused Absences. The policy has been revised to align with changes due to the passage of HB 1834, concerning student excused absences for mental health reasons. HB 1834 updated the definition of an excused absence to include mental health symptoms, illnesses, and conditions, as well as appointments for mental health care. Additional revisions to the policy provide additional details about absences from asynchronous and synchronous online instruction and remove language about marking unexcused absences from remote learning and "non-truancy remote learning" absences.

Director McDonald made a motion to adopt Policy 3122 Excused and Unexcused Absences, Director Tinsley seconded the motion, and the motion passed (5/0).

C. First Reading of Policy 5011 Sexual Harassment of District Staff Prohibited

Executive Director Susanne Beauchaine presented Policy 5011 Sexual Harassment of District Staff Prohibited. The revision to this policy provides clarification and aligns with current practice, that the district follows the detailed investigation process in Policy and Procedure 3205 when responding to complaints involving staff.

Director Scott made a motion to adopt Policy 5011 Sexual Harassment of District Staff Prohibited, Director Hogan seconded the motion, and the motion passed (5/0).

D. Approval of Revised 2022-23 School Year Student Fee Schedule

Melissa Beard, Chief of Finance and Operations, presented the board with a revised 2022-23 School Year Student Fee Schedule. Budgets for sports and clubs are created in the spring for the following school year. Part of this process includes setting fees for participation, and presenting the fees to the board for their approval. The fee schedule approved by the board in May did not include a fee for a dance club. A dance club has since been created and would now like to charge a fee to students to participate. This late addition to the previously approved and published Fee Schedule requires board action to amend the 2022-23 School Year Student Fee Schedule.

Director McDonald made a motion to approve the revised 2022-23 School Year Student Fee Schedule, Director Tinsley seconded the motion, and the motion passed (5/0).

E. Board Coffee Chat Update

Director Scott shared he and Director Hogan received comments regarding having more Scout participation in our schools. Director Hogan shared that a JROTC new facility (included in the bond planning) would allow for partnership and collaboration with JROTC and Scouts in the future. Director Tinsley and Chair Rohrer had a discussion with a community member regarding more diversity in the district and school ratings online. They also enjoyed their quality time with

the residents on Anderson Island. Chair Rohrer thanked community members for taking the time to join the board for these chats, and sharing what is important to the community.

VIII. BOARD COMMUNICATION

- No board communication.

IX. ANNOUNCEMENTS

- Director Scott shared the SHS girls' swim & dive team has a wonderful turn-out again this year, and has started their season out great. They have another meet tomorrow.
- Director Tinsley shared her appreciation of the Success Conferences, and thanked all district staff for getting the school year off to a great start.

X. ADJOURNMENT

Director Scott made a motion to adjourn the meeting at 6:29 pm, Director Hogan seconded the motion, and the motion passed (5/0).

K. Wright
(Secretary/Superintendent)

(Chair)
J. McDonald
Paul Hogan
M. Scott

School board committee members, parents, administrators, and parents,

I write to you today to beg you to address the pickup situation at Steilacoom High School. Between my emails on 9/1/22, 9/12/22, and 9/20/22, and a phone call to Mr. Miller on 9/8/22 where I addressed my concerns, there has been little done to remedy the chaos or provide any additional communication with parents. My concerns center around returning to what I have been told is the pre-covid process where all parent drop-offs and pickups occur through the first loop off of Sentinel Drive, while the second loop is utilized by the buses. My son is a sophomore, so I was only familiar with the system from last year where both loops were utilized for parents, and the buses used the student parking lot, and in my opinion that was the much better option for many reasons. The concerns I have expressed to the school administration include some of the following. I sent pictures to support my claims and am happy to forward those to you as well, should you need them.

- All students are being funneled through the front doors at the end of the day, resulting in huge clusters of students pushing past one another to get out. My understanding is that the first day there were even students pushed to the ground.
- Having all the parent vehicles using one loop instead of two creates a back up on Sentinel Drive that stretches to the intersection with Steilacoom Road. Because of this, parents have started to drive past the first loop and turn around to park in the exiting lane of Sentinel Drive as well. This creates a back up for students leaving the student parking lot as they wait until the parent vehicles ahead of them make their way into the loop, or they cross the center line and have to weave their way around all of the other parent vehicles.
- Parents also utilize the gas station down the street as well as the small parking area behind the fence on the other side of Sentinel Dr for pick up, which creates a larger cluster of students walking in the road and down the sidewalk. I have seen kids on multiple occasions walking in the street along Sentinel Dr to get into their parent's vehicle, but then the parents can't get out until they wait to go through the loop anyway.
- This extra foot traffic makes a dangerous situation for students and drivers, and only increases the possibility of a student getting hit, or cars colliding. Mr. Overguard is out there sometimes to help control the traffic so that students can make it safely across the street, but it is consistent or early enough to help control the traffic before school lets out.
- Parents have also started to park and wait for their student in the left drive through side of the loop, double parking so that they trap anyone parked behind them in the right pickup lane.
- There is not enough space for all the buses to fit into the second loop, and at first, they too were backed up along Sentinel Drive, making it impossible for students to board. They have since started to also park in the small parking lot behind the second loop which further prevents students or parents who park there from exiting.

I can appreciate wanting to get the buses out of there ASAP so that it doesn't create a back up for the rest of the schools utilizing those same buses; I have a child that takes the elementary bus so I know how it can impact the later schedules. However, need for getting buses out should not supersede safety. I didn't see a problem with the way the process worked last year, with the buses using the student lot, as they could all fit in there and bus students would then exit from the side doors of the school, reducing the flood of students coming from the main doors. I'm not sure if this is the solution or not, but it was much less chaotic. In any case, it seems clear that something must change. Thank you very much for your time.

Sincerely,

Angella Kroll

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: September 21, 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.

Melissa Beard
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
Payroll A/P	132120	to	132128	\$ 423,249.84
Payrol ACH Payments				\$ 601,365.78
Payroll Taxes				\$ 601,283.69
Direct Deposit				\$ 1,674,385.09
August 25, 2022	Accounts Payable	132129	to 132161	\$ 143,130.78
August 30, 2022	Accounts Payable	132162	to 132166	\$ 36,104.35
September 1, 2022	Accounts Payable	132167	to 132180	\$ 397,627.72
September 9, 2022	Accounts Payable	132181	to 132224	\$ 104,653.53
September 12, 2022	Accounts Payable	132225	to 132226	\$ 245,300.88
September 14, 2022	Accounts Payable	132258	to 132260	\$ 3,266.12
TOTAL GENERAL FUND:				\$ 4,230,367.78

CAPITAL PROJECTS FUND:

August 25, 2022	Accounts Payable	200502	to 200502	\$ 10,613.61
August 31, 2022	Accounts Payable	200503	to 200503	\$ 66,388.45
September 8, 2022	Accounts Payable	200504	to 200504	\$ 107,243.22
September 14, 2022	Accounts Payable	200508	to 200508	\$ 30.90
TOTAL CAPITAL PROJECTS FUND:				\$ 184,276.18

ASSOCIATED STUDENT BODY FUND:

August 18, 2022	Accounts Payable	405043	to 405045	\$ 2,499.40
September 13, 2022	Accounts Payable	405046	to 404049	\$ 2,430.84
September 14, 2022	Accounts Payable	404050	to 404052	\$ 946.82
TOTAL ASSOCIATED STUDENT BODY FUND:				\$ 5,877.06

TRANSPORTATION VEHICLE FUND:

to _____
to _____
TOTAL TRANSPORTATION VEHICLE FUND: \$ -

Board of Directors of Steilacoom Historical School District No. 1

Saul Foster *Melissa Beard*
[Signature] *[Signature]*
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.
K Weight
Kathi Weight, Secretary to the Board

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - SEPTEMBER 21, 2022

Name	Position	FTE	Location	Effective Date	Action	Comment
GARRETT ERIC	TEACHER	1.00	HIGH SCHOOL	9/30/2022	RETIREMENT	
PAYNTER DAVID	TEACHER	1.00	HIGH SCHOOL	9/22/2022	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - SEPTEMBER 21, 2022

Name	Position	Hours	Location	Effective Date	Action	Comment
WARD JULIA	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/22/2022	NEW HIRE	
PARKS, CARYN	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/26/2022	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - SEPTEMBER 21, 2022

Name	Position	Location	Effective Date	Amount	Comment
CHRISTENSEN LEANN	DATA TEAM LEADER	CHERRYDALE	9/1/2022	\$ 2,000.00	
EVANS BETTINA	DATA TEAM LEADER	CHERRYDALE	9/1/2022	\$ 2,000.00	
FROEHLE STEFANIE	DATA TEAM LEADER	CHERRYDALE	9/1/2022	\$ 2,000.00	
RIDGE CHRISTINE	DATA TEAM LEADER	CHERRYDALE	9/1/2022	\$ 2,000.00	
WLIMOVSKY JILL	DATA TEAM LEADER	CHERRYDALE	9/1/2022	\$ 2,000.00	
ALMEDIA KAITLYN	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
ENOS ROD	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
ISLER DENISE	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
LANDES BONNIE	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
LEE SANDY	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
PEDDY KAREN	PRIMARY MUSIC DIRECTOR	CHLOE CLARK	9/1/2022	\$ 2,500.00	
REGER JENNIFER	DATA TEAM LEADER	CHLOE CLARK	9/1/2022	\$ 2,000.00	
ALBERT ROYCE	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
ALLEN LAUREN 'KATE'	DANCE CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
ANDERSON ERIN	HONOR SOCIETY ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
CARIASO VENUS	KEY CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
CARIASO VENUS	MATH CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
CARIASO VENUS	STUDENT 2 STUDENT ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
CARLTON TRISSA	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
CASTIGNANIE BRITTANY	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
CHASE RENEE	BOOK CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
CHASE RENEE	CLASS ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
CHASE RENEE	GSA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
DILL MICAH	DIGITAL GAME ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
EASTMAN KATHLEEN	ASB ADVISOR HIGH SCHOOL	HIGH SCHOOL	9/1/2022	\$ 4,500.00	
EASTMAN KATHLEEN	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
FLETCHER MCKENNA	CLASS ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
GRAY BROOKE	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
HAUSER NOBLE	CLASS ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
HAUSER NOBLE	ENVIRONMENTAL STEWARDSHIP CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
HAYDEN CHRISTINA	DECA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
HAYDEN CHRISTINA	DRAMA PRODUCTION	HIGH SCHOOL	9/1/2022	\$ 2,400.00	

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HAYDEN CHRISTINA	DRAMA PRODUCTION	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
HENDERSON SAMANTHA	CLASS ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
JARNAGIN JAMES	GSA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
JELLISON ELISABETH	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
JONES CARL	WET PLATE PHOTOGRAPHY & ENGINEERING CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
KIRKSEY JANET	WET PLATE PHOTOGRAPHY & ENGINEERING CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
KNUTSEN RYAN	DUNGEONS AND DRAGONS CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
MCGEE VICTOR	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
MOCK JANELLE	ART CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
NORRIS LAURE	KEY CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
SCHULTZ-BRACE KERI	FCCLA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
SORTORE PATRICIA	HOSA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
STUTZ MIGUEL	ENVIRONMENTAL STEWARDSHIP CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
TRETHEWAY KELSEY	BOOK CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
VEGH MATTHEW	BAND HIGH SCHOOL	HIGH SCHOOL	9/1/2022	\$ 6,000.00	
VEGH MATTHEW	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
VEGH MATTHEW	ULTIMATE FRISBEE CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
WEBSTER LINDSAY	YEARBOOK ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
WILLIAMS ASHLEY	ASL CLUB ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
WILLIAMS LORIANN	DEPARTMENT CHAIR	HIGH SCHOOL	9/1/2022	\$ 2,500.00	
WILLIAMS LORIANN	SPANISH HONORS SOCIETY ADVISOR	HIGH SCHOOL	9/1/2022	\$ 2,400.00	
WOOD SEAN	STUDENT 2 STUDENT ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
ZAJAC-MATTER MEGGAN	FCCLA ADVISOR	HIGH SCHOOL	9/1/2022	\$ 1,200.00	
ELSHIRE KATHERINE	CHAMBER CHOIR CLUB	PIONEER	9/1/2022	\$ 2,400.00	
ELSHIRE KATHERINE	CHOIR MIDDLE SCHOOL	PIONEER	9/1/2022	\$ 2,500.00	
HEINLEN MICHAEL	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	
KEEFER CHARM	BUILDERS CLUB ADVISOR	PIONEER	9/1/2022	\$ 2,400.00	
KEEFER CHARM	STUDENT 2 STUDENT ADVISOR	PIONEER	9/1/2022	\$ 2,400.00	
MARTIN KYLIE	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	
MARTIN MICHAEL	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	
MCJUNKINS TRINA	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - SEPTEMBER 21, 2022

NIXON JULIE	GAME CLUB ADVISOR	PIONEER	9/1/2022	\$ 2,400.00	
PALACIOS LINDA	ART CLUB ADVISOR	PIONEER	9/1/2022	\$ 1,800.00	
PARR KAREN	CHEMICAL HYGIENE OFFICER	PIONEER	9/1/2022	\$ 400.00	
PARR KAREN	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	
PERCEFULL SAMANTHA	DEPARTMENT CHAIR	PIONEER	9/1/2022	\$ 2,000.00	
STOUT JENESSA	ASB ADVISOR MIDDLE SCHOOL	PIONEER	9/1/2022	\$ 2,500.00	
STOUT JENESSA	BAND MIDDLE SCHOOL	PIONEER	9/1/2022	\$ 2,500.00	
STOUT JENESSA	JAZZ BAND CLUB	PIONEER	9/1/2022	\$ 2,400.00	
TIEDEMAN JAKOB	YEARBOOK ADVISOR	PIONEER	9/1/2022	\$ 2,400.00	
YUCKERT HEATHER	GSA ADVISOR	PIONEER	9/1/2022	\$ 2,400.00	
BATHURST ERIN	INTERMEDIATE MUSIC DIRECTOR	SALTAR'S POINT	9/1/2022	\$ 2,500.00	
URIARTE LAVONNE	LEADERSHIP ADVISOR	SALTAR'S POINT	9/1/2022	\$ 2,400.00	
WHITE SOLE	ASSISTANT VOLLEYBALL COACH	HIGH SCHOOL	9/22/2022	\$ 3,117.75	