



Regular Meeting Agenda

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

STUDY SESSION: The School Board normally convenes at 6:30 pm just prior to the start of the formal Board meeting to discuss the Board agenda.

No decision making is undertaken. These study sessions are open to the public.

Wednesday, April 27, 2022 07:00 PM

I. CALL TO ORDER

(Action)

- A. Pledge of Allegiance (Cherrydale First Graders)
- B. Roll Call
- C. Approval of Agenda

II. PRESENTATION

A. Cherrydale First Graders - Fluency and the Pledge

(Presentation)

Presenter: Ryan Douglas/Christine Friend/Buffie DeSalvo

B. Military Order of the World Wars Puget Sound Chapter Certificate of Appreciation to Pioneer Middle School

(Presentation)

Presenter: Shawn Lewis/Keith Warren, WSPD Committee Chair

C. Volunteer Recognition

(Action)

Presenter: Shawn Lewis

[Volunteer Proclamation 2022.pdf \(p. 4\)](#)

D. Certificated School Employees Recognition

(Action)

Presenter: Susanne Beauchaine

[Certificated Staff Proclamation 2022.pdf \(p. 5\)](#)

III. 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 not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

IV. CONSENT AGENDA

(Action)

The purpose of the consent agenda is to reduce time going through motion, second and voting on issues of common consent. Any Board member can ask for any item to be removed from the consent agenda. There is no discussion of items on the consent agenda. By motion of the Board, remaining items are approved without discussion as part of the consent agenda. Discussion of items removed from the consent agenda occurs immediately following action on the consent agenda.

[Approval of Financial Reports.PDF \(p. 6\)](#)

[Approval of March and April 2022 Accounts Payable and March 2022 Payroll.PDF \(p. 16\)](#)

[Approval of March 23 2022 Regular Meeting Minutes.pdf \(p. 17\)](#)

[Approval of April 13 2022 Special Meeting Minutes.pdf \(p. 21\)](#)

[Approval of April 13 2022 Study Session Minutes.pdf \(p. 23\)](#)

[Approval of Admin Personnel Report.pdf \(p. 25\)](#)

[Approval of Classified Exempt Personnel Report.pdf \(p. 26\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 27\)](#)

[Approval of Classified Personnel Report.pdf \(p. 28\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 29\)](#)

[Approval of SHS Band and Choir Field Trip to Idaho.PDF \(p. 30\)](#)

[Approval of Chloe Clark PTA Donation.PDF \(p. 42\)](#)

[Approval of Chloe Clark Emergency School Closure Waiver Request.pdf \(p. 43\)](#)

[Approval of IT Surplus.pdf \(p. 48\)](#)

V. NEW BUSINESS

A. Approval of Resolution 891-04-27-22 Participation in Vaping Litigation

(Action)

Presenter: Shawn Lewis

[Resolution 891-04-27-22 Approval to Participate in Vaping Litigation.pdf \(p. 50\)](#)

B. Approval of Policy 2140 Comprehensive School Counseling Program

(Action)

Presenter: Paul Harvey

[Policy 2140 Comprehensive School Counseling Program.pdf \(p. 53\)](#)

C. Approval of Policy 5410 Holidays

(Action)

Presenter: Susanne Beauchaine

[Policy 5410 Holidays.pdf \(p. 57\)](#)

VI. BOARD COMMUNICATION

(Information)

VII. ANNOUNCEMENTS

(Information)

VIII. RECESS TO EXECUTIVE SESSION

IX. EXECUTIVE SESSION

(Executive Session)

1. Per RCW 42.30.110(1)(b)(c) to discuss Real Estate

(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;

2. Per RCW 42.30.110(1)(g) to review the performance of a public employee

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

X. RETURN TO REGULAR MEETING

XI. ADJOURNMENT

(Action)



PROCLAMATION

WHEREAS, Volunteers provide essential supports to over 3,000 Steilacoom Historical School District students each and every year; and

WHEREAS, the Steilacoom Historical School District actively works with hundreds of volunteers to serve on district, school, and program advisory committees; and

WHEREAS, the Steilacoom Historical School District acknowledges that several businesses and employers within the district and units from Joint Base Lewis McChord have provided our students with generous donations of time, money and talent; and

WHEREAS, the Steilacoom Historical School District understands that volunteers are motivated by the desire to serve our students and to foster a sense of community pride within our schools and district, and

WHEREAS, volunteers serve as positive role models and student motivators, and contribute to better school attendance, improved grades and test schools, better behavior and social skills, and graduation rates; and

WHEREAS, when students see adult volunteers in their schools, they see firsthand how members of their community value education, value them as students, and support their local school;

NOW THEREFORE, we, Kathi Weight, Superintendent of the Steilacoom Historical School District, and the Board of Directors of Steilacoom Historical School District No. 1, do hereby proclaim our appreciation to the volunteers who have provided countless hours over the years to support our students and public education: and **FURTHER** proclaim the week of April 17 through April 23, 2022 as National Volunteer Week.

Signed this 27th day of April, 2022

Kathi Weight, Superintendent

Loujanna Rohrer, Board Chair

Jennifer McDonald, Board Vice Chair

Victor Hogan, Board Director

Sam Scott, Board Director

Melanie Tinsley, Board Director



PROCLAMATION

WHEREAS, a strong, effective system of free public school education for all children and youth is essential to our democratic system of government; and

WHEREAS, the United States has made considerable progress in the social, technological, and scientific fields due to our system of free and universal public education; and

WHEREAS, much of this progress can be attributed to the qualified and dedicated certificated school employees entrusted with the educational development of our children; and

WHEREAS, certificated school employees provide opportunities for students to connect with the world around them, develop basic skills for success in life and work, experience the realization of high expectations and the fulfillment of steps toward achievable goals; and

WHEREAS, certificated school employees are accorded high public esteem, reflecting the value placed on their skills and abilities, and the importance of public education; and

WHEREAS, it is appropriate that certificated staff be recognized for their dedication and commitment to educating their students:

NOW THEREFORE, we, Kathi Weight, Superintendent of the Steilacoom Historical School District, and the Board of Directors of Steilacoom Historical School District No. 1, do hereby proclaim May 2022

CERTIFICATED SCHOOL EMPLOYEES MONTH

in Steilacoom Historical School District No. 1 and urge all citizens to join us in this special observance.

Signed this 27th day of April, 2022

Kathi Weight, Superintendent

Loujanna Rohrer, Board Chair

Jennifer McDonald, Board Vice Chair

Victor Hogan, Board Director

Sam Scott, Board Director

Melanie Tinsley, Board Director

Steilacoom Historical School District No. 1
Financial Report - March 31, 2022
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of March 31, 2022 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	47,399,394	28,064,265	59.21%
Expenditures & Other Financing Uses	48,571,407	30,878,017	63.57%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(1,172,013)	(2,813,752)

Transfer to Capital Projects	(700,000)
Net Change in Unassigned Fund Balance	(3,513,752)

Fund Balances	9/1/2021	3/31/2022	Variance
Unassigned Fund Balance	1,137,865	257,622	-880,243
Unassigned Minimum Fund Balance	2,770,000	2,770,000	0
Fund Balance	3,907,865	3,027,622	-880,243

Capital Projects Fund:

Fund Balance - Impact Fees \$854,443 - Turf Field Replacement \$500,000

Beginning Fund Balance		5,452,744	
GF Transfer to Capital Projects	0		
Revenues	778,667		
Expenses	950,674		
		(172,007)	
Ending Fund Balance 3/31/2022			5,280,737

	9/1/2021 Beginning Balance	3/31/2022 Ending Fund Balance	Variance
Debt Service Fund*:	5,517,203	2,313,984	(3,203,220)
ASB Fund:	336,896	358,351	21,456
Transportation Fund:	128,506	128,584	78

*12/1/2021 Principal and Interest - \$7,913,225; 6/1/2022 Interest payment - \$ 392,250

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of March, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	6,370,728	392,667.76	3,241,484.54		3,129,243.46	50.88
2000 LOCAL SUPPORT NONTAX	187,400	20,494.86	68,326.12		119,073.88	36.46
3000 STATE, GENERAL PURPOSE	27,213,528	2,526,886.79	16,219,574.22		10,993,953.78	59.60
4000 STATE, SPECIAL PURPOSE	6,800,004	626,920.80	3,935,440.08		2,864,563.92	57.87
5000 FEDERAL, GENERAL PURPOSE	282,000	.00	177,835.71		104,164.29	63.06
6000 FEDERAL, SPECIAL PURPOSE	6,545,734	869,330.56	4,370,621.95		2,175,112.05	66.77
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	0	50,982.80	50,982.80		50,982.80-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	47,399,394	4,487,283.57	28,064,265.42		19,335,128.58	59.21
<u>B. EXPENDITURES</u>						
00 Regular Instruction	26,797,965	2,836,777.73	15,994,942.57	10,126,284.88	676,737.55	97.47
10 Federal Stimulus	1,610,754	29,110.42	1,458,025.70	497,824.31	345,096.01-	121.42
20 Special Ed Instruction	5,898,981	599,978.93	3,766,400.46	2,757,310.71	624,730.17-	110.59
30 Voc. Ed Instruction	2,258,408	161,154.96	1,256,852.02	694,110.96	307,445.02	86.39
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	962,500	143,769.75	976,480.62	575,678.87	589,659.49-	161.26
70 Other Instructional Pgms	502,101	20,570.95	250,492.19	131,025.15	120,583.66	75.98
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	10,540,698	986,843.98	7,174,823.86	4,933,177.43	1,567,303.29-	114.87
<u>Total EXPENDITURES</u>	48,571,407	4,778,206.72	30,878,017.42	19,715,412.31	2,022,022.73-	104.16
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	700,000	.00	700,000.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,872,013-	290,923.15-	3,513,752.00-		1,641,739.00-	87.70
F. <u>TOTAL BEGINNING FUND BALANCE</u>	5,779,878		5,841,374.30			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,907,865		2,327,622.30			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd 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-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	700,000-	700,000.00-
G/L 872 Committd to Econmc Stabilizatn	0	.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	1,837,865	257,622.30
G/L 891 Unassigned Min Fnd Bal Policy	2,770,000	2,770,000.00
<u>TOTAL</u>	3,907,865	2,327,622.30

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of March, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	170,000	5,065.77	78,667.17		91,332.83	46.27
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	350,000	.00	.00		350,000.00	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	8,700,000	.00	700,000.00		8,000,000.00	8.05
<u>Total REVENUES/OTHER FIN. SOURCES</u>	9,220,000	5,065.77	778,667.17		8,441,332.83	8.45
<u>B. EXPENDITURES</u>						
10 Sites	7,440,000	.00	1,748.90	173.14	7,438,077.96	0.03
20 Buildings	2,300,000	111,692.63	923,784.31	2,545,817.20	1,169,601.51-	150.85
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	300,000	.00	.00	0.00	300,000.00	0.00
50 Sales & Lease Expenditure	0	1,951.00	25,140.94	10,930.00	36,070.94-	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>	10,040,000	113,643.63	950,674.15	2,556,920.34	6,532,405.51	34.94
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	820,000-	108,577.86-	172,006.98-		647,993.02	79.02-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	4,424,836		5,452,744.31			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,604,836		5,280,737.33			
<u>(E+F + OR - G)</u>						

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 840 Nonspnd FB - Invent/Prepd Itms	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	441,812.45-
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	835,395	854,443.04
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	500,000	500,000.00
G/L 889 Assigned to Fund Purposes	2,269,441	4,368,106.74
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	3,604,836	5,280,737.33

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of March, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	8,819,174	519,454.53	4,705,628.54		4,113,545.46	53.36
2000 Local Support Nontax	2,000	243.65	1,296.82		703.18	64.84
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	17,223,730.50	17,223,730.50		17,223,730.50-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	8,821,174	17,743,428.68	21,930,655.86		13,109,481.86-	248.61
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	7,385,000	59,850.00	7,444,850.00	0.00	59,850.00-	100.81
Interest On Bonds	920,475	.00	528,225.00	0.00	392,250.00	57.39
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	83,350.00	83,350.00	0.00	83,350.00-	0.00
<u>Total EXPENDITURES</u>	8,307,975	143,200.00	8,056,425.00	0.00	251,550.00	96.97
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	17,077,450.60	17,077,450.60			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u> <u>OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	513,199	522,778.08	3,203,219.74-		3,716,418.74-	724.17-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	5,921,592		5,517,203.45			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	6,434,791		2,313,983.71			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	6,434,791		2,313,983.71			
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>	6,434,791		2,313,983.71			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of March, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	203,800	13,977.83	80,951.61		122,848.39	39.72
2000 Athletics	150,709	696.15	12,472.16		138,236.84	8.28
3000 Classes	68,935	100.16	5,470.99		63,464.01	7.94
4000 Clubs	521,040	16,006.87	53,231.72		467,808.28	10.22
6000 Private Moneys	24,300	.00	1,412.04		22,887.96	5.81
Total REVENUES	968,784	30,781.01	153,538.52		815,245.48	15.85
B. EXPENDITURES						
1000 General Student Body	230,800	1,772.88	19,759.61	3,000.00	208,040.39	9.86
2000 Athletics	222,270	9,011.58	47,708.97	19,903.58	154,657.45	30.42
3000 Classes	84,929	96.76	4,564.90	0.00	80,364.10	5.37
4000 Clubs	641,674	10,516.33	59,453.53	19,243.84	562,976.63	12.26
6000 Private Moneys	33,887	143.49	595.96	0.00	33,291.04	1.76
Total EXPENDITURES	1,213,560	21,541.04	132,082.97	42,147.42	1,039,329.61	14.36
C. EXCESS OF REVENUES						
OVER(UNDER) EXPENDITURES (A-B)	244,776-	9,239.97	21,455.55		266,231.55	108.77-
D. TOTAL BEGINNING FUND BALANCE	366,565		336,895.92			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE	121,789		358,351.47			
C+D + OR - E)						
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	121,789		358,351.47			
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			
TOTAL	121,789		358,351.47			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of March, 2022

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>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	23.35	77.59		422.41	15.52
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	6,500	.00	.00		6,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special 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
A. <u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	7,000	23.35	77.59		6,922.41	1.11
B. <u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	7,000	23.35	77.59		6,922.41	1.11
<u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	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>	10,000	.00	.00	0.00	10,000.00	0.00
E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	3,000-	23.35	77.59		3,077.59	102.59-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	128,506		128,506.03			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE</u> <u>(G+H + OR - I)</u>	125,506		128,583.62			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	125,506		128,583.62			
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 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	125,506		128,583.62			

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

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: April 27, 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
GENERAL FUND:			
3/34/2022	Accounts Payable	131335 to 131368	\$ 123,500.23
	Payroll	to	
	Payroll A/P	131369 to 131379	\$ 472,533.60
	Payroll ACH Payments		\$ 549,495.83
	Payroll Taxes		\$ 578,867.03
	Direct Deposit		\$ 1,657,255.46
March 29, 2022	Accounts Payable	131380 to 131408	\$ 156,318.35
March 29, 2022	Accounts Payable	131409 to 131409	\$ 49,631.42
April 5, 2022	Accounts Payable	131410 to 131448	\$ 175,350.81
April 11, 2022	Accounts Payable	131449 to 131449	\$ 7.50
April 12, 2022	Accounts Payable	131450 to 131476	\$ 448,965.28
April 18, 2022	Accounts Payable	131477 to 131511	\$ 292,004.01
TOTAL GENERAL FUND:			\$ 4,503,929.52

CAPITAL PROJECTS FUND:

March 16, 2022	Accounts Payable	200458 to 200460	\$ 78,013.73
March 24, 2022	Accounts Payable	200461 to 200462	\$ 20,364.70
April 6, 2022	Accounts Payable	200463 to 200464	\$ 201,099.31
April 13, 2022	Accounts Payable	200465 to 200465	\$ 32,610.00
April 20, 2022	Accounts Payable	200466 to 200467	\$ 100,458.49
TOTAL CAPITAL PROJECTS FUND:			\$ 432,546.23

ASSOCIATED STUDENT BODY FUND:

March 16, 2022	Accounts Payable	404971 to 404973	\$ 3,518.82
March 24, 2022	Accounts Payable	404974 to 404975	\$ 303.24
March 30, 2022	Accounts Payable	404976 to 404977	\$ 9,784.23
April 7, 2022	Accounts Payable	404978 to 404980	\$ 1,841.44
April 11, 2022	Accounts Payable	404981 to 404981	\$ 20.00
April 20, 2022	Accounts Payable	404982 to 404984	\$ 1,092.58
TOTAL ASSOCIATED STUDENT BODY FUND:			\$ 16,560.31

TRANSPORTATION VEHICLE FUND:

to	
to	
TOTAL TRANSPORTATION VEHICLE FUND:	\$ -

Board of Directors of Steilacoom Historical School District No. 1

_____	_____
_____	_____
_____	_____

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



Regular Meeting Minutes
Steilacoom High School · 54 Sentinel Drive · Steilacoom, WA
March 23, 2022

STUDY SESSION:

- Agenda Review

REGULAR MEETING:

I. CALL TO ORDER

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

Members of the Steilacoom High School JROTC presented the colors. Executive Director Susanne Beauchaine led the Pledge of Allegiance.

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

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

II. PRESENTATION

A. Recognition of Education Support Professionals

Susanne Beauchaine, the district's Executive Director of Human Resources, recognized the district's education support professionals, and thanked them for their contribution to the education of the district's students. Chair Rohrer acknowledged the district's education support professionals as a core part of the district team, and thanked them for all they do for our students. She then read the Education Support Professionals Week Proclamation signed by Governor Inslee.

B. JROTC Presentation - Sentinels on the Sound: Building Better Citizens Along the Puget Sound

Jessica Soete, SHS Assistant Principal, introduced Lt. Col. Victor McGee. Lt. Col. McGee introduced three SHS JROTC cadets (Daniel Villacrusis, Jessica Potts, AND Michael Hudak) who shared a presentation entitled, "Sentinels on the Sound: Building Better Citizens Along the Puget Sound." Lt. Col. McGee presented an award to JROTC cadet Elliot Carlsson.

C. Recognition of Levy Committee

Shawn Lewis, Director of Community Relations and Planning, introduced committee co-chairs Starlene Enfield and Patrick Lewis. Mr. Lewis thanked the entire committee for all the work they did to ensure the levy passed, allowing the district to be able to continue offering outstanding programs and services to our students.

III. COMMENTS FROM THE AUDIENCE

- Andrea Vonderscheer, Lakewood resident, spoke regarding concerns over disruptive student behavior at Saltar's Point Elementary School. Ms. Vonderscheer encouraged the district to make sure both staff and students are receiving the support they deserve, and to share a plan for dealing with this concern.
- Royce Albert, Steilacoom High School teacher, requested that SHS end the use of TeacherEase and go back to a non-standards-based version of Skyward.
- Steve Pace, Steilacoom resident, encouraged the board to engage in dialogue with audience members during the Comments from the Audience section of the agenda.

IV. REPORTS

A. CTE Advisory Committee Report

Dr. Jen McDonald, Board Vice Chair and member of the CTE Advisory Committee, shared an update from the committee including course reapproval for the 2022-23 school year, which will include JROTC, art courses including digital art and photography, new courses, and program improvements to the CTE program.

B. SHS CTE Pathways/Courses Report

Steilacoom High School Assistant Principal and Career and Technical Education (CTE) Director Jessica Soete shared a CTE presentation. The presentation included courses offered and enrollment data. Ms. Soete also shared information about the Pierce County Skills Center (PCSC) program offerings. Program growth goals include 2022 summer school with a PCSC satellite campus, goals to increase enrollment in the Army JROTC program, and exploring DoDEA grant opportunities through JROTC and language offerings. Questions and discussion followed.

C. SHS Sports Recap Report

Katie Redman, Steilacoom High School Assistant Principal and Athletic Director, updated the SHSD School Board on SHS winter sports, which included boys' swim & dive, girls' basketball, boys' basketball, boys' and girls' wrestling, girls' bowling, and cheer.

D. Asset Preservation Program Report

Dr. Melissa Beard, Chief of Finance & Operations, shared the Asset Preservation Program report. She informed the Board of future maintenance/repair schedules for each SHSD building. Questions and discussion followed.

E. Legislative Report

Director Hogan presented a legislative update on current bills, including a 5.5% cost of living increase for teacher salaries.

V. CONSENT AGENDA

Director Scott made a motion to approve the Consent Agenda, Director Tinsley seconded the motion, and the motion passed (5/0). The Consent Agenda included attached Financial Reports; February and March 2022 Accounts Payable including February 2022 Payroll; February 23, 2022 Regular Board Meeting Minutes; March 9, 2022 Study Session Minutes; Personnel Reports; and Resolution 889-03-23-22 Authorization to Employ Certificated Personnel for 2022-2023 School Year.

VI. NEW BUSINESS

A. Approval of Resolution 890-03-23-22 Month of the Military Child

Shawn Lewis, Director of Community Relations and Planning, recommended Resolution 890-03-23-22 Month of the Military Child. Steilacoom Historical School District has 34% of its students with a parent on active duty and 42% of families are considered to be military-connected. This resolution encourages staff and community members to unite and address the unique needs of our military students. Mary Snyder, the district's Social and Emotional Learning Specialist, and team are once again planning our Family Strong events throughout the month of April. Chair Rohrer read the resolution. Director Scott made a motion to approve Resolution 890-03-23-22 Month of the Military Child, Director McDonald seconded the motion, and the motion passed (5/0).

B. Approval of Interlocal Agreement with City of DuPont - Impact Fees

Director Lewis shared the interlocal agreement between the City of DuPont and Steilacoom Historical School District, allowing the City of DuPont to pass an ordinance to collect impact fees on behalf of the school district. SHSD would use those impact fees to help support growth, and specifically capital facilities growth. The City of DuPont has already signed the interlocal agreement. Director McDonald made a motion to approve the interlocal agreement with the City of DuPont regarding impact fees, and Director Tinsley seconded the motion. Director Scott thanked the district staff for working with the City of DuPont on this process. Director McDonald asked Mr. Lewis for clarification on who pays the impact fees - the homeowner or the City of DuPont. Mr. Lewis shared it is the developer who pays the impact fee. Chair Rohrer asked for clarification on whether the fees are for single-family homes or multi-family dwellings. Mr. Lewis clarified it is currently for single-family homes only. The motion passed (5/0).

C. Approval of Policy 4200 Parent Access and Safe and Orderly Learning Environment

Shawn Lewis presented Policy 4200 Parent Access and Safe and Orderly Learning Environment. The Washington State School Directors' Association recommended a change to policy (and policy name change) that simply restated what is already in statute - that parents have an affirmative right to be able to visit classrooms as long as they follow procedures set in place by the district to ensure that the visitation doesn't create disorder or disturbances to the learning environment. This policy does not change current practice for the district. Director Scott made a motion to approve Policy 4200 Parent Access and Safe and Orderly Learning Environment, Director McDonald seconded the motion, and the motion passed (5/0).

VII. BOARD COMMUNICATION

Director Tinsley shared the board had received communication from Ms. Vonderscheer and Mr. Pace.

VIII. ANNOUNCEMENTS

Director Hogan shared that Pioneer Middle School basketball team won their championship, coming back from a 20-point deficit to win the game. Mr. Hogan commended the student athletes and Coach Ruffin for a great game.

Director Tinsley thanked Topside Bar & Grill for donating funds to community organizations including SHSD through their 10-year anniversary meal program for the community.

Chair Rohrer shared the district had an SRO meeting about expanding that program to DuPont's Pioneer Middle School. It was a positive meeting, continuing the district's positive relationship with the Steilacoom and DuPont police departments.

IX. ADJOURNMENT

Director McDonald made a motion to adjourn the meeting at 8:22 pm, Director Hogan seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



**Special Meeting of the Board of Directors
Meeting Minutes
Pioneer Middle School, 1750 Bob's Hollow Lane, DuPont, WA
Wednesday, April 13, 2022**

I. CALL TO ORDER

Chair Rohrer called the meeting to order at 5:51 pm.

Mr. Shawn Lewis led the Pledge of Allegiance.

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

Director McDonald made a motion to approve the agenda, Director Hogan seconded the motion, and the motion passed (4/0).

Director Tinsley arrived at 5:55 pm.

II. COMMENTS FROM THE AUDIENCE ON AGENDA ITEM III

No comments.

III. APPROVAL OF CATAPULT CONTRACT

Shawn Lewis introduced Dr. Laurie Vallieres, the district's Achievement Specialist, who shared information regarding the district using ESSER funds to contract with Catapult to support the academic recovery of district students through a Summer School program. The contract presented to the board allows the district to offer academic recovery services to 100 students. Dr. Vallieres and SHSD staff used district data to determine students of highest need, and those students have been invited to participate in the Summer School program. There are currently 71 students who have committed to the 6-week program, and additional invitations to students will be sent by the district this week. Questions and discussion followed. Director Scott made a motion to approve the Catapult contract, and Director Hogan seconded the motion. The motion passed (5/0).

IV. ADJOURNMENT

Director Scott made a motion to adjourn the Special Meeting at 6:14 pm, Director Tinsley seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors
Meeting Minutes
Pioneer Middle School, 1750 Bob's Hollow Lane, DuPont, WA
Wednesday, April 13, 2022**

I. CALL TO ORDER

Chair Rohrer called the meeting to order at 6:16 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 McDonald made a motion to approve the agenda, Director Tinsley seconded the motion, and the motion passed (5/0).

II. STUDY SESSION TOPIC FOR BOARD DISCUSSION

A. Supporting Positive Student Behaviors and Learning Environments

Gudrun Sullivan, Susanne Beauchaine, and Tabitha Ellison shared information regarding the district supporting positive student behaviors and learning environments. The presentation shared reactions and behavioral health symptoms in disasters (COVID-19), the effects of disasters on students, how these effects are showing up in our schools, and how we are responding and supporting our students. The presentation also reviewed Policy and Procedure 3241 Student Discipline. An example of the process of Creating a Hope Pathway for a student was shared, and the team reinforced that the district's primary goal is to ensure a safe and healthy learning environment for all students and staff. Questions and discussion followed.

B. Expansion of District SRO Program

Superintendent Weight introduced Shawn Lewis, Director of Community Relations and Planning, who shared a status report regarding the expansion of the district SRO program at Pioneer Middle School with the City of DuPont Police Department. The district has engaged both students and families to receive input about the expansion of the SRO program. Pioneer Middle School Principal JoAnne Fernandes will continue to do further community outreach throughout April and May. The district anticipates the interlocal agreement will be ready to be presented to the board for approval in May. The interlocal agreement with the City of DuPont will be very similar to the interlocal agreement the district currently has with the Town of Steilacoom. The SRO will be funded by permanent new state resources specifically for this purpose. Questions and discussion followed.

C. Board Outreach

Chair Rohrer shared the district's mission and vision, and said our district can do a much better job communicating positive messaging with our community. She shared about L2, a data organization. She wants the district to reach out further to the communities represented by our district via email on a quarterly basis to build a relationship with the community. Director

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

Hogan questioned which staff members would produce these emails messages. He stated that Dr. Weight would need to ascertain which staff members would complete this task, and the Board would need to be clear on expectations. Director Scott questioned what the content would be, and if the information could be shared in The Suburban Times. Director Hogan suggested the project be student-led and students would create the articles/content. Dr. Weight wants to make sure it is appropriate for a school district to purchase email addresses, and wants to research the idea further. Dr. Weight will conduct further research and bring back a report to the board at a future Study Session.

Chair Rohrer also shared a resolution honoring the parents and families of Steilacoom Historical School District. She wants this resolution presented at the May board meeting, and wants enhancements by the district in the way the district engages with families.

Chair Rohrer then shared about the Board Brief, a document that communicates with parents about what the board is working on. District staff created Board Briefs for the months of January and February. Chair Rohrer wanted this document created, but it was not officially shared/approved by the other members of the board. Director Scott shared this is a duplicate of the board minutes. He would prefer this document be authored by the board, not by district staff, and be something different than board minutes. Director Scott volunteered his time to work on this project and create monthly updates.

Chair Rohrer shared about Coffee with the Board. Director Tinsley shared about having a board "meet and greet" with the community this summer, with a couple of meetings in DuPont, Steilacoom, and Anderson Island, and inviting the public to come and have an informal chat with board members. Director Scott also suggested being visible at community events in both Steilacoom and DuPont.

Finally, Chair Rohrer shared regarding Steilacoom Kiwanis sponsoring a National Night Out on August 2. She is co-chairing the event and the school board is invited to participate in the event.

III. ADJOURNMENT

Director Tinsley made a motion to adjourn the meeting at 8:09 pm, Director Hogan seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1 Admin Personnel Report

[illegible]

Steilacoom Historical School District No. 1
Classified Exempt Personnel Report[illegible]

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 4/27/2022

Name	Position	FTE	Location	Effective Date	Action	Comment
BUJACICH KRISTINA	TEACHER	1.00	CHERRYDALE	8/29/2022	NEW HIRE	
MILLER ABIGAIL	TEACHER	1.00	SALTARS POINT	8/29/2022	NEW HIRE	
CYBULSKI EMILY	TEACHER	1.00	SALTARS POINT	8/29/2022	NEW HIRE	
KIRKSEY JANET	TEACHER	1.00	HIGH SCHOOL	8/29/2022	NEW HIRE	
MARRERO AMANDA	TEACHER	1.00	SALTARS POINT	8/29/2022	NEW HIRE	
RAUSCHENDORFER MATT	TEACHER	1.00	SALTARS POINT	8/29/2022	NEW HIRE	Non-continuing Leave Replacement for 22-23 school year
GRENDON RYAN	TEACHER	1.00	SALTARS POINT	8/28/2022	RESIGNATION	
EDWARDS AERIAL	TEACHER	1.00	PIONEER	8/28/2022	RESIGNATION	
WIDMANN MELISSA	ECI COORDINATOR	1.00	DISTRICT WIDE	8/29/2022	NEW HIRE	
VALDIVIA GABRIELA	TEACHER	1.00	SALTARS POINT	8/29/2022	NEW HIRE	
FRIEND CHRISTINE	TEACHER	1.00	CHERRYDALE	8/29/2022	NEW HIRE	Non-continuing Leave Replacement for 22-23 school year
NICHOLS SUE ELLEN	TEACHER	1.00	HIGH SCHOOL	8/29/2022	RESIGNATION	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 4/27/2022

Name	Position	Hours	Location	Effective Date	Action	Comment
PEARSON VICTORIA	PARAPROFESSIONAL	6.50	CHLOE CLARK	5/7/2022	RESIGNATION	
DENTON DARLENE	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/1/2022	NEW HIRE	
JACQUELINE POE	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/1/2022	NEW HIRE	
STUART LYNDSEY	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/1/2022	NEW HIRE	
HOLYFIELD AUBREY	PARAPROFESSIONAL	6.50	PIONEER	9/1/2022	NEW HIRE	
ROSE JESSADIAH	PARAPROFESSIONAL	6.50	CHLOE CLARK	4/22/2022	RESIGNATION	
MARCUS KATIE	PARAPROFESSIONAL	6.50	CHLOE CLARK	9/1/2022	NEW HIRE	

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

Personnel Report 4/27/2022

Name	Position	Location	Effective Date	Amount	Comment
MCNEIL JUSTIN	ASSISTANT TRACK COACH	HIGH SCHOOL	4/28/2022	\$3,695.63	

Superintendent approval required for overnight or over Cascade Mountain travel; School Board for out-of-state trips.

Date of Request: 4/11/22 School: Steilacoom High School

Name of teacher(s) requesting field trip: Matt Vegh and Kasey Eck

Proposed student group: HS Band and Choir

Proposed date(s) of field trip: 5/20/22-5/21/22 Proposed destination(s): Spokane, WA and Athol, ID

Departure time from School: 12:30 PM Transportation by: ☒ Bus ☐ Private Car ☐ Air

Return time to School: 11:45 PM Will students need meals: ☒ Yes ☐ No

Content area(s) addressed: performance, clinic

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):

This is a proposed trip to Silverwood Theme Park in Athol, ID. Please see attached.

Number of Students: 100-105 Number of Chaperones: 5-10

Revenue Source: ☐ General Fund (GF) ☒ ASB Is this in the ASB Budget? ☒ Yes ☐ No

Individual student cost to be used for: 1 night in hotel, charter buses, performance, park entrance fee

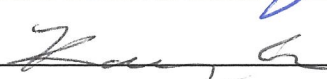
Estimated individual student cost \$ 210.00

Current GF/ASB Fund Balance: \$ \$2436.50 (band) and \$2130.30 (choir)

Total Cost \$ 20,016.51

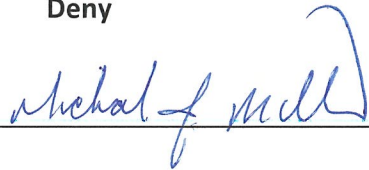
Account code 4002 (band) and 4004 (choir)

Teacher Name: Matt Vegh Signature: 

Teacher Name: Kasey Eck Signature: 

Approve

Deny

Principal Name: Mike Miller Signature: 

Steilacoom HS Band and Choir Proposed Trip to Silverwood Theme Park in Athol, ID

Purpose, Budget, and Fundraising

Purpose: The Steilacoom High School band and choir programs have the opportunity to perform at an event called “Music in the Parks” at Silverwood Theme Park in Athol, Idaho! Students who attend will be performing in either the band or choir on stage in the park and receive written and recorded feedback from two adjudicators. In addition to the educational value of the performances and feedback, this trip will serve as a recruiting and retention tool for the high school music programs, who have missed out on many events (including a trip to Orlando, FL in 2020) over these last few years.

Budget: The high school band and choir ASB accounts will serve as a flow-through account for all expenditures related to this trip. Students who attend will be responsible for up to \$210.00 per person, although we hope that this price can be reduced significantly via the fundraising efforts below.

Two charter buses (Premier Coaches Northwest) for up to 56 passengers each	\$8,659.08 (including 3.5% CC processing fee)
festival and one day park admission for 100 students (including unlimited access to all rides, shows, and attractions within the park.	\$6,270.00 (including 10% tax)
one night stay at Fairbridge Inn Express in Coeur d’Alene , ID (25 double queen rooms and five single queen rooms)	\$5,087.43 (including 8.25% tax)
TOTAL ESTIMATED COSTS (for up to 100 students and 5-10 chaperones)	\$20,016.51

Fundraising: Here are some of the fundraisers we have been running through ASB:

- USAgain fabric/clothes recycling bin at SHS
- Chick-fil-A takeover in Lakewood scheduled for Thursday, April 14

The following fundraisers will be running through Steilacoom High School Music Boosters (who may help students afford the trip as well):

- One Day Mattress Fundraiser through Custom Fundraising Solutions on Saturday, April 16 (have raised over \$7,000.00 in the past in one day)
 - students have the ability to refer people to the mattress fundraiser, which can assist on an individual level for trip costs
- Snap! Raise online fundraiser in May
- Dessert Auction on Friday, May 13 at SHS

2022 Silverwood Band and Choir Trip Itinerary

Friday, May 20

12:30 PM=leave Steilacoom High School

6:00 PM=eat dinner at Spokane Valley Mall (14700 E Indiana Ave, Spokane Valley, WA)

7:15 PM=leave Spokane Valley Mall, drive to hotel

8:00 PM=arrive at Fairbridge Inn Express in Coeur d'Alene, ID (330 West Appleway Avenue) and check in

10:00 PM=in hotel rooms

11:00 PM=lights out

Saturday, May 21

9:00 AM=wake up, eat breakfast

10:00 AM=leave hotel

11:00 AM=arrive at Silverwood Theme Park (27843 US-95, Athol, ID 83801)

2:00 PM=meet buses to pick up performance attire and equipment
(dependent on performance times for band and choir)

2:45 PM=band and choir performances (dependent on performance times
for band and choir)

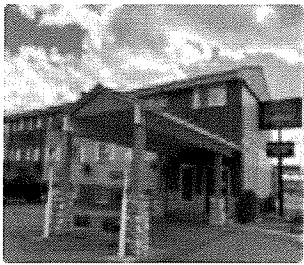
3:30 PM=load performance attire and equipment back onto buses
(dependent on performance times for band and choir)

6:00 PM=leave Silverwood Theme Park

7:30 PM=stop for fast food on the way home

midnight=arrive at Steilacoom High School, head home





Fairbridge Inn Express

14.69 miles from Silverwood Theme Park

330 West Appleway Coeur Dalene ID 83814 [Highway] Map



Direct bid from the Fairbridge Inn Express. [Request a Call](#)

Offered: 04/05/2022 11:13:32 AM

\$139.99

USD per night + 8.25% taxes

[Comments](#)

[Policies](#)

[Group Score](#)

[Guest Reviews](#)

\$139.99 1 queen bed with recliner and \$159.99 for 2 queen beds. 25 rooms with 2 beds still available 16 rooms with 1 beds still available Free wireless Internet, and deluxe hot waffle breakfast buffet. Newly Renovated! Refrigerators and microwaves in all rooms. Guest Laundry. Just off Interstate 90; centrally located and surrounded by restaurants and fast food. We would love to have your group stay with us! Please Contact Me if you have any questions.

To receive an estimated \$210* free hotel voucher after this stay, follow our *Free hotel voucher instructions:

[✉ Contact Hotel \\$139.99](#)

[✕ Decline Bid](#)

Contact the Fairbridge Inn Express

Coeur Dalene, ID

[Still have questions](#) for the hotel manager or owner that placed this bid?

COORDINATOR'S NAME

Matt Vegh

PHONE

+1 253-983-2340

HOTEL PAYMENT METHOD

Mastercard

STATUS

I still have questions

ADDITIONAL COMMENTS:

We are very interested in your bid, but now only intend to stay for one night-- Friday, May 20. Do you still

Thank you,
Matt Vegh

[Send to Hotel Contact](#)

[Close](#)

RE: Quote Request

1 message

sales@premiercoachesnw.com <sales@premiercoachesnw.com>

Thu, Mar 31, 2022 at 3:10 PM

To: "Vegh, Matthew" <mvegh@steilacoom.k12.wa.us>

Cc: Kasey Eck <keck@steilacoom.k12.wa.us>

Good Afternoon Matt,

Thank you this does help. I do have 2 X 56 Passenger Luxury Motor Coaches available. Our 2017 or newer 56 Passenger Luxury Motor Coaches are equipped with 110/USB outlets at every seat, DVD players, reclining seats, foot rests, overhead lights, cup holders, overhead parcel racks, air conditioning, wood grain floor, on board restrooms, with approx. 2 bags per person luggage capacity. WIFI is available for an additional \$25.00 per day/per coach.. As always, we do not charge any taxes.

We do accept PO's. If paying with a Credit Card there is a 3.5% CC Processing fee

May 20-21

56 Passenger \$4183.13 per coach

*Group to provide drivers lodging with onsite charter bus parking available. Driver's require separate rooms.

Group responsible for any park fees, parking fees, toll fees, etc. that may apply.

Please let me know if you have any questions, or if you would like me to reserve this for you.

Ashley Henderson

Operations Coordinator



Premier Coaches Northwest

31811 Pacific Highway South, Suite B-158

Federal Way, WA 98003

Office: 253 529-1655

sales@premiercoachesnw.com | www.premiercoachesnw.com



Providing Customer Excellence Since 2008

From: Vegh, Matthew <mvegh@steilacoom.k12.wa.us>
Sent: Thursday, March 31, 2022 1:26 PM
To: sales@premiercoachesnw.com
Cc: Kasey Eck <keck@steilacoom.k12.wa.us>
Subject: Re: Quote Request

Hello,

We are still working on filling in itinerary details, but here is what we have so far (to the best of my knowledge, and slightly altered from what I requested on the quote):

Friday, May 20

12:30 PM=leave Steilacoom High School in Steilacoom, WA (54 Sentinel Dr)
6:00 PM=eat dinner at Spokane Valley Mall (14700 E Indiana Ave, Spokane Valley, WA)
7:15 PM=leave Spokane Valley Mall, drive to hotel
8:00 PM=arrive at Comfort Inn & Mainstay Suites in Coeur d'Alene, ID (702 West Appleway Avenue) and check in
10:30 PM=in hotel rooms
10:40 PM=lights out

Saturday, May 21

9:00 AM=wake up, eat breakfast
10:00 AM=leave hotel
11:00 AM=arrive at Silverwood Theme Park (27843 US-95, Athol, ID 83801)
2:00 PM=meet buses to pick up performance attire and equipment
2:45 PM=band and choir performances
3:30 PM=load performance attire and equipment back onto buses
6:00 PM=leave Silverwood Theme Park
11:45 PM=arrive at Steilacoom High School, head home

Unfortunately, I likely cannot provide more information than this right now (especially with the Saturday schedule, as we will not know performance times for quite a while). Is this enough information? Thanks!

Matt Vegh

Steilacoom HS Band Director

mvegh@steilacoom.k12.wa.us

253-983-2340

Athol, ID

Silverwood • May 21, 2022

● Perform on Saturday

 Celebrate in park on Saturday following performance

Save Space

Ensemble Availability			<input checked="" type="radio"/> Space Available	<input type="radio"/> Space Limited	<input type="radio"/> Waitlist Available	<input checked="" type="radio"/> Not Available
Instrumental	Choral	Marching				
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				

Event Prices	Students	Adults and Non-Performers
Festival and One Day Park Admission	\$57.00	\$30.00
Festival, One Day Park Admission and Buffet Picnic	\$72.00	\$45.00
Festival Performance only	\$30.00	\$0.00
Festival Performance Only with Catered Meal	\$45.00	\$15.00
1 free director ticket will be awarded for band, choir and orchestra as applies to your performing ensembles.		
You will be awarded 1 free chaperone ticket for every 25 performing students purchasing tickets.		

Who is Signed Up

Need Travel Assistance?



EPN Travel (www.epntravel.com (<http://www.epntravel.com>)) is our preferred travel partner for your transportation, lodging, activity, and meal needs. Click here (<http://www.epntravel.com/index>) to request a quote from an EPN Travel Specialist.

The Student & Youth Travel Association is another resource for exploring your travel options.

Pay by Credit Card

On Thu, Mar 31, 2022 at 12:58 PM <sales@premiercoachesnw.com> wrote:

Good Afternoon Matt,

Thank you for your inquiry. Do you have by chance have any additional itinerary details. This will help me get the most accurate quote back to you,

Ashley Henderson

Operations Coordinator



Premier Coaches Northwest

31811 Pacific Highway South, Suite B-158

Federal Way, WA 98003

Office: 253 529-1655

sales@premiercoachesnw.com | www.premiercoachesnw.com



Providing Customer Excellence Since 2008

From: no-reply@hs-support.homestead-inc.com <no-reply@hs-support.homestead-inc.com>

Sent: Thursday, March 31, 2022 12:53 PM

To: sales@premiercoachesnw.com

Subject: Your Web Site Received a Form Submission

Start Date	05/20/2022
End Date	05/21/2022
Coach Type	Multi-Coach
Additional Info	This would be a band and choir joint trip where we would stay overnight on Friday, May 20, in Cour d'Alene, go to Silverwood Theme Park for most of Saturday, May 21, and return very late to Steilacoom High School on Saturday, May 21 or very early on Sunday, May 22.
Start Time	1:30 PM

Passenger Count	100-110
Company Name	Steilacoom High School Band and Choir
Name	Matt Vegh
Start	Steilacoom High School
Destination	Cour d'Alene, ID (5/20) and Silverwood Theme Park in Athol, ID (5/21), arriving back at Steilacoom High School late on 5/21
Trip Type	Out of Town/Overnight
Email	mvegh@steilacoom.k12.wa.us
End Time	11:45 PM
Phone Number	253-983-2340
WIFI	
Water Service	

Facility Description

Based on acoustics, logistics, and proximity to the park, the finest available performance facilities have been acquired. Ensembles will perform in acoustically acceptable performance areas in local schools, churches, colleges, and hotels within an acceptable distance from the park. Performances do not take place in the park.



Warm-Up

Warm-up areas are provided in order to tune, line up, and prepare for your performance. It is not a rehearsal room. In some instances, the warm-up area may not have chairs and stands. You may not leave backpacks or purses in the warm-up room. Instrumental ensembles will have 25 minutes to warm-up. Choral ensembles will have 20 minutes to warm-up.

Uniforms & Changing Rooms

Uniforms are optional for performances. Please be certain your students are dressed for performance before entering the performance facility. Changing facilities are not available at performance sites. We recommend that you designate buses for male and female changing of uniforms or have students wear casual clothes under their uniform.

Instrument Cases

All instrument cases should remain on the bus at all times. Please DO NOT take instrument cases into the warm-up or performance areas. Every case should be labeled with the student's and the school's name.

Arrival Guidelines

Plan to arrive at the adjudication site 30 minutes before your scheduled warm-up. When you arrive at the adjudication site, go directly to the Registration Area (Leave your students on the bus preparing for performance).

AT THE REGISTRATION AREA YOU WILL...

Turn in your adjudicator's packets (2) and Announcer's Sheet

Remit payment for any last minute balance due on your Music in the Parks account (balance due cannot exceed \$500 at the festival)

Pick up your Amusement Park tickets & Music In The Parks student/director souvenir.

After you have completed this task, your students may enter the building. Please keep in mind that other ensembles are on stage performing while you enter. Encourage your students to show these ensembles the same courtesy and respect they would expect, and be as quiet and orderly as possible.

A representative will lead your students into the warm-up area. If you have arrived early, you are welcome to enter the performance area and view other ensembles' performances.

PLEASE NOTE: Not all performance sites will have extra space available to hold students. If you are not planning on watching other ensembles, plan to wait on your buses (Fridays) or outside (Saturdays) until your scheduled warm-up.

Adjudicator Packets



The Director must furnish two (2) judge's packets consisting of original scores for each adjudicated composition with the measures numbered and performance selection sheet. The Director must also furnish an extra performance selection sheet for the announcer.

Music in the Parks will provide digital media for your verbal comments. All verbal comments will be uploaded to our website after the event.

Pay by Credit Card

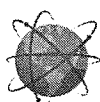
Music in the Parks • 1784 W. Schuylkill Road • Douglassville PA 19518

1-800-323-0974 • info@musicintheparks.com (<mailto:info@musicintheparks.com>)

•  (<https://www.facebook.com/Music-In-The-Parks-417391881745148/>) •  (<https://www.instagram.com/musicintheparks/>)

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[COVID 19 \(/COVID 19\)](#)



Part of the Educational Programs Network – Festivals, Clinics, Workshops, and the professionals
to get you there.



(<http://www.epntravel.com>)



(<http://www.syta.org/>)



(<https://nationalbandassociation.org/magazine.com/>)



(<https://www.nassp.org/news->

The Midwest Clinic
for Harmonizing Band and Orchestra Excellence

and-

resources/nassp-

approved-student-

(<https://www.midwestclinic.org>)

programs?

SSO=true)



Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following

donation from: Chloe Clark PTA

Donation of: \$35,000 for Chloe Clark Playground

Donation Date: 4/14/2022

Amount: \$35,000

Deposit to Revenue Code (960): 960 1000 00 0000 1620

Fund: (check one) ☐ GF ☒ ASB

Expend from Account Code (530): 530 1000 00 0000 1620

Donation Approved By:

Chief of Finance and Operations

M. R. D.

Date:

4/14/2022

Donations in the amount of \$5,000 or greater must be pre-approved by the Board of Directors prior to being used.

Board approval required? (check one) ☐ Yes ☐ No

Board Meeting date: _____

Routing:

- ☐ Accounting Clerk [accept funds / complete form / copy check & attach to form / deposit]
- ☐ Chief of Finance and Operations [review / approve / sign]
- ☐ Director of Finance to forward donation form & check copy (5,000 or greater) to Executive Assistant to the Superintendent for placement on next regularly-scheduled Board Meeting for review & approval

Revised 12.12.17

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: April 27, 2022

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

On April 18, 2022, Chloe Clark Elementary School was closed due to a small fire that started in a bathroom fan.

Our maintenance and custodial staff did an amazing job to make the repairs and to clean up the site within 24 hours of the fire, but were not able to make the site safe for staff and students in time for school to start on April 18. School resumed on the normal schedule on April 19.

WAC 392-129 outlines the process for applying to the Office of Superintendent of Public Instruction for continued state funding during an emergency school closure. After notifying the board of the superintendent's intent to submit the waiver request, the request to excuse one (1) day at Chloe Clark and continue all state funding was submitted on April 19.

As shown in the application, Chloe Clark will still provide 1036 instructional hours this year which is more than the 1000 hour minimum required for elementary schools.

RECOMMENDED ACTION:

Support the superintendent's application for the emergency waiver as attached.

Report prepared by:
Shawn Lewis, Director of Community Relations and Planning

Emergency School Closure Waiver Request

As part of the basic education requirements in Washington state, each local education agency (LEA*) must make a minimum of 180 school days available to students each school year. LEAs must also provide at least 1,000 annual instructional hours to students in kindergarten through 8th grade, and at least 1,080 annual instructional hours to students in grades 9–12 (a district-wide average of at least 1,027 hours in grades 1–12). LEAs receive state funding based on the number of students who are enrolled in the district for an average of 1,027 instructional hours over 180 school days. (*LEAs include public school districts, state-tribal education compact schools, and charter schools.)

Occasionally, unforeseen emergencies cause temporary school closures because the facilities could be unsafe, unhealthy, inaccessible, or inoperable. Unforeseeable emergencies include one or more natural event, mechanical failure, or action or inaction by one or more persons. Under certain circumstances, LEAs may request an emergency school closure waiver from the 180-day school year requirement.

To request an Emergency School Closure Waiver, LEAs must:

- Submit the Emergency School Closure Waiver Day request form.
- Indicate the district will meet the average annual hours of instruction requirement of 1,027 hours (or 1,000 hours for K–8 districts).
- Make-up at least three (3) school days for district-wide closures, per incident, and demonstrate reasonable effort to make-up all the missed school days. Per WAC 392-129-105, "reasonable effort" means:
 - Extension of the school year to and through June 14.
 - Use of scheduled vacation days and foreseeable school closure days to meet the requirements for 180 days and 1,027 hours.
 - If a state of emergency proclamation is issued by the governor, LEAs may meet the "reasonable effort" test by providing at least the district-wide annual average total instruction hour offerings.

Emergency School Closure Waiver Request form must be submitted to the Office of Superintendent of Public Instruction (OSPI) at waivers@k12.wa.us.




Washington Office of Superintendent of
PUBLIC INSTRUCTION

Emergency School Closure Waiver Request

Local Education Agency (LEA): Steilacoom Historical School District No. 1	
LEA Superintendent: Dr. Kathi Weight	
Email: kweight@steilacoom.k12.wa.us	Phone: 253-983-2203
Person submitting application (if different): Shawn Lewis	
Email: shlewis@steilacoom.k12.wa.us	Phone: 253-983-2233

Emergency Closure Date(s)	04/18/2022
Was the closure district-wide? <i>If, certain schools only, list individual schools that did not operate.</i>	Chloe Clark Elementary School was the only school affected. All other district schools operated on their normal schedule.
Cause of emergency district-wide or school closure (describe in detail)	A fire in a bathroom fan in the school resulted in damage and required significant clean up. The fire occurred on the afternoon of 04/17/2022, and it was determined by 7pm that district staff would be unable to complete the repairs and clean up in time for school to resume the following day. Students and families were notified of the single school closure for 04/18/2022. Repairs and clean up continued into the night and through the next day. School reopened on 04/19/2022 as normal.
Instructional Hours – Will the LEA meet the annual instructional hour requirement? (If no, explain in detail)	Yes
Make-Up Date(s) Specific date(s) the school district has scheduled to make up the missed day(s). For district-wide closures, districts must make-up at least 3 school days.	The district does not intend to schedule a make-up day for the single school. As a school that serves K-3 students, the school will still provide more than the minimum instructional hours for the year and the district will continue to meet the districtwide average of 1026 hours.

LEA Superintendent statement: The board of directors (governing body) of the above-named LEA have reviewed this Emergency School Closure Waiver application and supports its submittal. Foreseeable school closure days were not included in this request.	
Signed (LEA Superintendent): 	Date: 04/19/2022



Washington Office of Superintendent of
PUBLIC INSTRUCTION

Submit Emergency Waiver Request to OSPI
waivers@k12.wa.us



Washington Office of Superintendent of
PUBLIC INSTRUCTION

Emergency School Closure Waiver Frequently Asked Questions

How many days does the LEA need to make-up?

The LEA must make a reasonable effort to make-up the missed school days. At a minimum, the district must make-up at least three school days. Make-up days can include the use of scheduled vacation days or other previously planned school closure days. Make-up days can include the extension of the school year to and/or through June 14. However, if a state of emergency proclamation is issued by the governor, LEAs may meet the "reasonable effort" test by providing at least the district-wide annual average total instruction hour offerings.

Is there a deadline for requesting a waiver?

No. However, LEAs should apply with enough time to make scheduling adjustments accordingly (if necessary). In the event of multiple emergencies in a school year, such as a fall flood and a winter blizzard, the LEA may submit one cumulative emergency waiver request.

Is there a date in statute past which school cannot be held?

No. If LEAs need to hold school into July to meet the requirement for minimum average annual hours of instruction, nothing in statute prohibits that from occurring.

Can late start or early release be counted as instructional time?

No. Regularly scheduled late start/early release hours are not counted as instructional hours.

Does a school board resolution need to be submitted?

No. However, the LEA board of directors (governing body) must review the Emergency School Closure Waiver request and support its submittal.

Unforeseen emergencies include:

- Natural events (such as fire, flood, explosion, storm, earthquake, epidemic, or volcanic eruption)
- Mechanical failures (disruption of utilities such as heating, lighting, or water)
- Action or inaction by one or more persons (including arson, vandalism, riots, insurrections, bomb threats, bombing)
- Certain unforeseeable construction delays

School closure emergencies do not include:

- Labor dispute between an LEA governing body and any employee of the school district.
- Construction delays that are foreseeable and reasonably anticipated (as defined 28A.150.290) do not qualify as an emergency for the purposes of a waiver.

Laws and rules for emergency school closures:

RCW 28A.150.290 and chapter 392-129 WAC



Washington Office of Superintendent of
PUBLIC INSTRUCTION

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: April 27, 2022

Strategic Focus Area

- ☒ Achieve
- ☐ Support
- ☐ Connect
- ☒ Plan

BACKGROUND INFORMATION

- Laptops are being surplus as they are having issues running current software installed by the district. These devices are not upgradeable to Windows 11.
- Computers are being surplus as they are having issues running current software installed by the district. These devices are not upgradeable to Windows 11.
- Smartboards are being surplus as they were replaced with interactive touch TVs.
- Document cameras are being surplus as they have been replaced with newer doc cams to support the new interactive touch TVs.
- Tablets are being surplus as these are no longer supported by our device management system (G-Suite).
- Switches are being surplus as the majority of our devices connect through wireless.

RECOMMENDED ACTION:

It is recommended that the board approve the IT surplus items noted above.

Report prepared by:
Paul Harvey, Executive Director for Teaching and Learning

Steilacoom Historical School District

Surplus Form - Information Technology

*The items listed are no longer required by our department and may be declared surplus. Items may be picked-up from locations indicated.
NOTE: All licensed software and proprietary information must be removed from technology equipment.*

Date 4/19/2022

Location / Building District Office

Signature _____

Quantity	Item Description	Surplus or Damage
8	Camera	Surplus
1	CD Player	Damage
37	Chromebook	Damage
1	Chromebook	Surplus
55	Computer	Surplus
1	Computer	Damage
5	Docking Station	Surplus
5	Docking Station	Damage
12	Document Camera	Surplus
6	Document Camera	Damage
74	Laptop	Surplus
2	Laptop	Damage
9	Monitor	Surplus
3	Monitor	Damage
8	Printer	Surplus
1	Printer	Damage
15	Projector	Surplus
1	Projector	Damage
31	Smartboards	Surplus
1	Sound Controller	Surplus
15	Switch	Surplus
10	Tablet	Surplus
1	UPS	Surplus

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: April 27, 2022

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

A mass-action lawsuit is being filed by school districts nationwide to hold Juul, Altria, and the successor to Philip Morris responsible for the public nuisance that they have created in public schools – associated with vaping in public schools. Specifically, the lawsuit will seek specific monetary damages for illegally targeting underage children.

It is expected that over 1,000 school districts will join this lawsuit from across the country, including a large number of districts within Washington.

The attorneys who will be representing Washington state school districts are from the firm Stevens Clay P.S – a well-respected firm that represents school districts in Washington State on a wide range of issues. That firm will be participating pro-bono, but other firms will be provided a 20% share of awarded damages, contingent on winning the lawsuit. No district funds are at risk.

The district will have to invest 5 hours of staff time to answer district specific questions required for the lawsuit. No other costs are expected.

The district's secondary administrators are supportive of the district joining the lawsuit with other school districts from around the state.

The superintendent is providing the attached resolution for board consideration to ensure the board is comfortable with joining other school districts in this lawsuit. The engagement letter would allow us to quit the lawsuit at any time in the future, solely at our discretion, if we find that it is in the best interest of the district.

RECOMMENDED ACTION:

The superintendent recommends approval of Resolution 891-04-27-22.

Report prepared by:
Shawn Lewis, Director of Community Relations and Planning

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

Resolution No. 891-04-27-22

Approval to Participate in Vaping Litigation

WHEREAS nicotine addiction, misuse, and misinformation is a growing issue among students in our community, state, and nation.

WHEREAS the rise in nicotine-related issues is being driven by the overt marketing of and ready access to vaping products among our students.

WHEREAS this school district has had to bear the burden of addressing students' use of vaping products.

WHEREAS JUUL Labs, Inc. is the largest vaping company in the country and the leader in marketing such products to our students.

WHEREAS there is currently litigation taking place seeking to hold JUUL Labs, Inc. responsible for this issue (the Mass-Action Lawsuit).

WHEREAS the Mass-Action Lawsuit filed against JUUL Labs, Inc. seeks to recover damages on behalf of schools to address the damage caused by the vaping epidemic.

WHEREAS the law firms Stevens Clay, P.S., and Frantz Law Group, APLC, have entered into a co-counsel agreement to facilitate Washington schools joining the Mass-Action Lawsuit.

WHEREAS the Stevens Clay law firm has offered to represent this school district in joining the Mass-Action Lawsuit on a pro bono basis.

WHEREAS the Frantz Law Group has offered to represent this school district in joining the Mass-Action Lawsuit pursuant to a contingency fee arrangement that provides for no fees, costs, or expenses unless there is a recovery in the lawsuit.

WHEREAS a nominal amount of school personnel time is anticipated for this school district to participate in the Mass-Action Lawsuit

NOW THEREFORE BE IT RESOLVED THAT the _____ School Board approves and enters into the representation arrangement with these law firms.

BE IT FURTHER RESOLVED THAT the School Board directs the Superintendent to execute the necessary documents to join in the Mass-Action Lawsuit.

Adopted by a majority of the Board of Directors of Steilacoom Historical School District No. 1 at the Regular Board Meeting held on April 27, 2022.

BOARD OF DIRECTORS

Chair

Director

Director

Director

Director

ATTESTED TO BY:

Secretary, Board of Directors

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 4/27/22

Strategic Focus Area

- ☒ Achieve
- ☒ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

POLICY 2140

In 2021, state laws regarding school district comprehensive guidance counseling programs were changed to better reflect the work of school counselors and other educational staff associates to support the academic, career, and social emotional needs of all students. The policy revisions contained in this revision include:

- Differentiate the roles of school counselor; school psychologists and school social worker; Updated to include reference to our Enriched Core Instruction (ECI) model (our comprehensive instructional model)
- Address responsibilities of each to provide ECI and outlines the tasks related to this responsibility
- Ensure at least 80% of a counselors time is spent on direct and indirect supports to students
- Clarify that services provided will be done as feasible within existing resources
- Other language changes suggested by WSSDA

RECOMMENDED ACTION:

It is recommended that the board move the policy revision to a second reading.

Report prepared by: Paul Harvey, Executive Director of Student Achievement

COMPREHENSIVE SCHOOL GUIDANCE AND COUNSELING PROGRAM

The Steilacoom Historical School District Board of Directors recognizes that comprehensive school guidance and counseling program based on current and national and state standards of best practice is an important part of the district's total program of instruction and is integral in achieving the district's mission of academic excellence and success and support for all students.

The district will create a written plan to develop a comprehensive school counseling and guidance program of tiered provide counseling and guidance services in accordance with state laws and regulations, school improvement plans, ethical standards, and district policies and procedures. The district will revise its plan as necessary based on relevant data. The district will also create a transition plan that supports the long-term goal of full implementation of the written plan over time.

A school counselor is a professional educator who holds a valid school counselor certification as defined by the professional educator standards board. School counselors serve a vital role in the comprehensive school counseling program. The school counselor plans, develops, organizes, and leads delivery of a comprehensive school counseling program that focuses on the academic, career, and social-emotional needs of all students, based on the national standards for school counseling programs of the American School Counselor Association and state standards. School counselors align supports with the district's vision, mission, and school improvement goals. In addition to school counselors, all Educational Staff Associate (ESA) staff, in collaboration, serve to support the implementation the district's Enriched Core Instruction (ECI) model for academic and behavioral skill as follows:

- The school counselor works with developing and leading a comprehensive guidance and counseling program to focus on the academic, career, personal, and social needs of all students.
- School psychologists carry out special education evaluation duties, among other things.
- School social workers promote and support students' health, academic, and social success with counseling and support, and by providing and coordinating specialized services and resources.

These professionals focus on student mental health, work with at-risk and marginalized students, perform risk assessments, and collaborate with mental health professionals to promote student achievement and create a safe learning environment.

School counselors and other ESA staff implementing the comprehensive school counseling program will spend no less than 80% of their contracted time on direct and indirect supports to students and no more than 20% of their contracted time on program planning and school support activities.

The board believes school counselors serve a vital role in maximizing student achievement and supporting a safe, compassionate learning environment. In the Steilacoom Historical School District, the purpose and role of the school counselor is to plan, organize, and deliver a comprehensive school guidance and counseling program that personalizes education and supports, promotes, and enhances the academic, personal, social, and career development of all students, based on the national standards for school counseling programs of the American School Counselor Association.

It is the goal of the Steilacoom Historical School District ~~B~~board of ~~D~~irectors that the district's comprehensive school ~~guidance and~~ counseling program will assist every student in acquiring the knowledge, skills and attitudes needed to become an effective student, responsible citizen, productive worker and a lifelong learner. To that end, the district will develop and use materials, orientation programs, professional learning, and evidence-based ~~and~~ counseling techniques that encourage participation in all available guidance and support opportunities, school programs and courses of study, including career and vocational technical programs and employment opportunities.

The district will not deny any student the ability to participate in or benefit from its student support system, based on ~~factors other than~~ sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal.

~~The district will not deny any student the ability to participate in or benefit from its any of its course offerings based on any of the categories listed in this policy~~, whether they take place on or off school grounds or are offered as part of the district's online or alternative learning programs;

~~Annually, the district will review student enrollment data within courses and programs disaggregated by sex, race, limited English proficiency and disability, including students protected under Section 504 of the Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act. In reviewing the data, the district will determine whether a substantially disproportionate number of students within these categories are enrolled in a particular course or program. If disproportionality is found, the district will take prompt action to ensure that it is not the result of discrimination in 1) the identification and selection of students; 2) course and program enrollment criteria; 3) tests and appraisal instruments; 4) academic, career and vocational guidance materials; 5) work-study programs and opportunities; 6) educational scheduling or placement by counselors; or 7) other factors related to course or program enrollment.~~

The Board will provide resources to support the foundation, content, and continuous improvement of a comprehensive K-12 school counseling program, consistent with best practices described in state and national models. As feasible within existing resources, ~~A~~ll school counseling programs will include the following elements: guidance-counseling curriculum, individual student planning, responsive services, and systems support for the counseling program. The superintendent or a designee will develop procedures to implement this policy.

Cross References: [2170 - Career and Technical Education](#)
 [3123 - Withdrawal Prior to Graduation](#)
 [3210 - Nondiscrimination](#)

Legal References: [RCW 28A.410.043 School counselor certification](#)
 [WAC 392-190-010 Agency filings affecting this section](#)
 [Counseling and guidance services-Course and program](#)
 [Enrollment](#)

~~Management Resources — 2014 — December Issue~~
~~2008 — December Issue~~

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 2.24.16; 04.27.22

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: April 27, 2022

Strategic Focus Area

- ☐ Achieve
- ☐ Support
- ☒ Connect
- ☒ Plan

BACKGROUND INFORMATION

Policy 5410 – Holidays is revised to include Juneteenth (June 19) as a holiday.

In 2021, the state passed HB 1016 to declare Juneteenth a state legal holiday. The legislature then realized that this law did not encompass school holidays. In response, HB 1617-Aligning State and School Holidays was passed this session and was signed into law on March 30, 2022.

This law will also make it so any future additions to the listing of state holidays automatically become school holiday.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 5410.

Report prepared by:
Susanne Beauchaine, Executive Director of Human Resources

HOLIDAYS

The district ~~shall~~will -observe the following school holidays and ~~shall~~will -not operate on these days:

- a) Sunday;
- b) New Years' Day (January 1);
- c) Martin Luther King, Jr. Day (third Monday in January);
- d) Presidents' Day (third Monday in February);
- ~~e)~~ Memorial Day (last Monday in May);
- ~~e)f)~~ Juneteenth (June 19)
- ~~f)g)~~ Independence Day (July 4);
- ~~g)h)~~ Labor Day (first Monday in September);
- ~~h)i)~~ Veterans Day (November 11);
- ~~i)j)~~ Thanksgiving Day (fourth Thursday in November);
- ~~j)k)~~ The day after Thanksgiving; and
- ~~k)l)~~ Christmas Day (December 25).

Whenever any legal holiday, other than a Sunday, falls on Sunday, the following Monday ~~shall~~will be a legal holiday, and whenever any legal holiday falls on a Saturday, the preceding Friday ~~shall~~will be a legal holiday.

Cross References: [Policy 2336](#)

Legal References: [RCW 1.16.050](#)
[28A.150.050](#)

Required Observances

Legal holidays
School Holidays

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
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