Regular Meeting Minutes
Pioneer Middle School · 1750 Bob's Hollow Lane · DuPont, WA
Wednesday, December 8, 2021

STUDY SESSION:

- Agenda Review

REGULAR MEETING:

I. **CALL TO ORDER**
Chair McDonald called the meeting to order at 7:00 pm.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
Director Forbes made a motion to approve the agenda, Director Rohrer seconded the motion, and the motion passed (5/0).

II. **COMMENTS FROM THE AUDIENCE**
No comments.

III. **PRESENTATION - Pioneer Middle School Band**
Pioneer Assistant Principal Ruth Erwin introduced Pioneer Band Director Jenessa Stout, who led the Pioneer Middle School band in two musical numbers.

IV. **REPORT - SHS Fall Sports Recap**
Katie Redman, Steilacoom High School Assistant Principal and Athletic Director, introduced Blair Suek, SHS Athletics Coordinator and Admin Intern, who updated the Board on SHS fall sports highlights, including recognition of outstanding student athletes and coaches.

V. **RECOGNITION OF OUTGOING BOARD MEMBERS - Bob Forbes and Jason Pierce**
Superintendent Weight introduced Susanne Beauchaine, Executive Director for Human Resources, and Melissa Beard, Chief of Finance and Operations, who recognized outgoing Board directors Bob Forbes and Jason Pierce. Directors Forbes and Pierce have each served on the Board for 8 years, and were recognized and thanked for their wisdom, service, and commitment to the school district staff, students, and community.

Director Pierce shared about his experiences starting the WatchDOGS program in our district, and how his time on the Board was always about the district's kids first and foremost. Director Pierce encouraged audience members to volunteer in the district, and thanked them for allowing him to serve.

Director Forbes shared fond memories of helping to facilitate the purchase and the sale of the International Place property. He is proud that the district has a larger fund balance now than when he started serving on the Board. Director Forbes thanked Superintendent Weight and her staff for all they do for the district and always keeping the kids at the center of everything. His challenge to the new Board directors is to always keep the kids first.

VI. **RECEPTION**

Chair McDonald called for a short recess reception in honor of Directors Bob Forbes and Jason Pierce at 7:28 pm. The public meeting resumed at 7:48 pm.

VII. **SWEARING IN OF DIRECTOR POSITIONS 1, 2, AND 3 - Jennifer McDonald, Victor Hogan, and Melanie Tinsley**

Superintendent Weight issued the Oath of Office, swearing in Jennifer McDonald to School Board Director Position 1, Victor Hogan to School Board Director Position 2, and Melanie Tinsley to School Board Director Position 3.

VIII. **CONSENT AGENDA**

Director Scott made a motion to approve the Consent Agenda, Director Rohrer seconded the motion, and the motion passed (5/0). The Consent Agenda included attached Financial Reports; November and December 2021 Accounts Payable including November 2021 Payroll; November 17, 2021 Regular Board Meeting Minutes; Personnel Reports; and District Surplus.

IX. **OLD BUSINESS - Approval of 2021-2027 Capital Facilities Plan**

Director Scott made a motion to approve the 2021-2027 Capital Facilities Plan, Director Rohrer seconded the motion, and the motion passed (5/0).

X. **NEW BUSINESS**

A. **Election of Board Chair**

Superintendent Weight called for nominations for Board Chair for the next 12 months. Director Tinsley nominated Director Rohrer. No other nominations. Roll call vote - Hogan, Rohrer; McDonald, Rohrer; Rohrer, Rohrer; Scott, Rohrer; Tinsley, Rohrer. Director Rohrer will serve as the Board Chair for one year.

B. **Election of Board Vice Chair**

Chair Rohrer called for nominations for Board Vice Chair for the next 12 months. Director Scott nominated Director McDonald. Director Hogan nominated Director Tinsley. Roll call vote - Hogan, Tinsley; McDonald, McDonald; Rohrer, McDonald; Scott, McDonald; Tinsley, McDonald. Director McDonald will serve as the Board Vice Chair for one year.

C. **Election of Legislative Representative**

Director Scott nominated Director Hogan for Legislative Representative. No other nominations. Director Hogan elected to serve a two-year term as Legislative Representative (5/0).

D. **WSSDA Board of the Year Donation Allocation**

Director Scott made a motion to allocate the WSSDA Board of the Year $500 donation to the general fund to be used in the best interest of the students, Director Tinsley seconded the motion, and the motion passed (5/0).

E. **Resolution 886-12-08-21 Proclaiming January 2022 as Steilacoom Historical School District Whole Child Month**

Director McDonald made a motion to approve Resolution 886-12-08-21 proclaiming January 2022 as Steilacoom Historical School District Whole Child Month, Director Tinsley seconded the motion, and the motion passed (5/0).

F. **Appointment of For/Against Statement Committees for the Education Levy Voters' Pamphlet**

Director Scott made a motion to appoint Starlene Enfield and Patrick Lewis to the For Committee and notify the Pierce County Elections department that we were unable to find individuals for the Against Committee, Director McDonald seconded the motion, and the motion passed (5/0).

G. **First Reading of Policy 1815 Ethical Conduct for School Directors**

Director Scott made a motion to approve Policy 1815 Ethical Conduct for School Directors, Director Tinsley seconded the motion, and the motion passed (5/0).

H. **First Reading of Policy 1822 Training and Development for Board Members**

Director McDonald made a motion to approve Policy 1822 Training and Development for Board Members, Director Scott seconded the motion, and the motion passed (5/0).

I. **First Reading of Policy 1825 Addressing School Director Violations**

Director McDonald made a motion to approve Policy 1825 Addressing School Director Violations, Director Tinsley seconded the motion, and the motion passed (5/0).

XI. BOARD COMMUNICATION

Director Scott received communication from Coach Casey asking if he would help with swim meets; he's added it to his calendar.

XII. ANNOUNCEMENTS

Director Scott announced the SHS Choir concert tomorrow night at 7:00 pm. Additionally, SHS Drama will present A Christmas Carol on Thursday and Friday evenings at 6:30 pm. Boys' Basketball also has a home game on Friday night.

Director Hogan announced that Pioneer Middle School student Tyler Henson is being recruited by a college for football.

Chair Rohrer announced that Cherrydale Primary School earned a spot on US News & World Report's Best Elementary Schools list.

XIII. **ADJOURNMENT**

Director McDonald made a motion to adjourn the meeting at 8:15 pm, Director Scott seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)

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: December 8, 2021

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:					
November 16, 2021	Accounts Payable	130784	to	130784	$ 70.90
November 16, 2021	Accounts Payable	130785	to	130808	$ 317,014.85
November 23, 2021	Accounts Payable	130809	to	130847	$ 167,212.10
	Payroll	800906	to	800907	$ 2,590.47
	Payroll A/P	130848	to	130857	$ 433,063.16
	Payrol ACH Payments				$ 565,259.61
	Payroll Taxes				$ 587,793.08
	Direct Deposit				$ 1,662,584.67
November 23, 2021	Accounts Payable	130858	to	130858	$ 51,468.41
November 30, 2021	Accounts Payable	130859	to	130875	$ 43,525.72
				TOTAL GENERAL FUND:	$ 3,830,582.97
CAPITAL PROJECTS FUND:					
November 18, 2021	Accounts Payable	200444	to	200445	$ 50,661.79
November 23, 2021	Accounts Payable	200446	to	200446	$ 80,673.65
November 24, 2021	Accounts Payable	200447	to	200447	$ 2,670.59
December 2, 2021	Accounts Payable	200448	to	200448	$ 384.21
				TOTAL CAPITAL PROJECTS FUND:	$ 134,390.24
ASSOCIATED STUDENT BODY FUND:					
November 16, 2021	Accounts Payable	404910	to	404910	$ 207.85
November 17, 2021	Accounts Payable	404911	to	404917	$ 3,291.44
November 18, 2021	Accounts Payable	404918	to	404919	$ 1,285.65
November 24, 2021	Accounts Payable	404920	to	404920	$ 19,670.29
December 2, 2021	Accounts Payable	404921	to	404924	$ 449.06
				TOTAL ASSOCIATED STUDENT BODY FUND:	$ 24,904.29
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.

K Weight

Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 12/8/2021						
Name	**Position**	**FTE**	**Location**	**Effective Date**	**Action**	**Comment**
MARTIN KYLIE	TEACHER	1.00	PIONEER	1/3/2022	LEAVE OF ABSENCE	For 2021-22 School Year
KIM GRACE	TEACHER	1.00	HIGH SCHOOL	1/3/2022	LEAVE OF ABSENCE	For 2021-22 School Year
CAMPBELL SARAH	COUNSELOR	1.00	HIGH SCHOOL	1/7/2022	RETIREMENT	
VANDERSNICK LEIA	TEACHER	1.00	CHLOE CLARK	1/3/2022	NEW HIRE	Non-Continuing For 2021-22 School Year

Steilacoom Historical School District No. 1

Classified Personnel Report

Personnel Report 12/8/2021						
Name	**Position**	**Hours**	**Location**	**Effective Date**	**Action**	**Comment**
MARCUS KATIE	PARAPROFESSIONAL	3.25	CHLOE CLARK	12/9/2021	NEW HIRE	Temp. for 2021-22 school year
NIETIEDT BRANDON	UTILITY CUSTODIAN	8.00	MAINTENANCE	12/15/2021	RESIGNATION	
ROSE JESSADIAH	PARAPROFESSIONAL	6.50	CHLOE CLARK	12/9/2021	NEW HIRE	Temp. for 2021-22 school year

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

Personnel Report 12/8/2021					
Name	**Position**	**Location**	**Effective Date**	**Amount**	**Comment**
HOGAN MITCHELL	HEAD WRESTLING COACH	PIONEER	11/22/2021	$3,176.25	
SPENCER GREG	ASSISTANT BOYS BASKETBALL COACH	HIGH SCHOOL	11/29/2021	$4,549.88	
LEVI JOHN	ASSISTANT GIRLS BASKETBALL COACH	HIGH SCHOOL	11/29/2021	$4,549.88	