The best education for every student.

STEILACOOM Historical School District No. 1

Est. 1854

Regular Meeting Agenda

Steilacoom Hlgh School, 54 Sentinel Drive, Steilacoom, WA

https://steilacoom-k12-wa-us.zoom.us/j/86432686523

or call 253-215-8782 and enter Webinar ID: 864 3268 6523

Wednesday, January 17, 2024 06:00 PM

I. CALL TO ORDER (Action)

A. Pledge of Allegiance
B. Roll Call
C. Agenda Review
D. Approval of Agenda

II. PRESENTATIONS

A. Community Partner Recognition - Paul Loveless (Presentation)

Presenter: Shawn Lewis

B. Cherrydale Music Program Recognition (Presentation)

Presenter: Ryan Douglas

C. School Board Appreciation (Presentation)

Presenter: Superintendent Weight

D. Clean Building Performance Standards (Presentation)

Presenter: Shae Emery

Clean Buildings Performance Standards.pdf (p. 3)

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. REPORTS - Budget Status Report (Information)

Presenter: Shawn Lewis

Budget Status Report.pdf (p. 12)

V. SWEARING IN OF DIRECTOR POSITION 4 Loujanna Rohrer (Action)

VI. 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 December 2023 and January 2024 Accounts Payable and December 2023 Payroll.pdf (p. 23)

Approval of December 20 2023 Regular Board Meeting Minutes.pdf (p. 86)

Approval of Admin Personnel Report.pdf (p. 91)

Approval of Classified Personnel Report.pdf (p. 92)

VII. NEW BUSINESS

A. Review and Approval of Board Operating Protocol (Action)

Presenter: Superintendent Weight

Board Operating Protocol 1.17.24.pdf (p. 93)

B. First Reading of Policy 5409 Unpaid Holidays for Reason of Faith or Conscience (Action)

Presenter: Susanne Beauchaine

Policy 5409 Unpaid Holidays for Reason of Faith or Conscience.pdf (p. 97)

C. 2024-25 Budget Planning (Discussion)

Presenter: Shawn Lewis

2024-25 Budget Planning.pdf (p. 101)

VIII. BOARD COMMUNICATION (Information)

IX. ANNOUNCEMENTS (Information)

X. ADJOURNMENT (Action)



Clean Buildings Performance Standard

Compliant By 2026



What is the Clean Buildings Performance Standard and how do we comply?

The Clean Buildings Performance Standard (CBPS) is a Washington State law (HB1257) Being Implemented by the Washington State Department Of Commerce Beginning June 1, 2026. This new law aims to reduce energy consumption and emissions in commercial buildings.

- June 1, 2026 – Buildings > 220,000 SF
- June 1, 2027 – Buildings between 90,000 and 220,000 SF
- June 1, 2028 – Buildings between 50,000 and 90,000 SF

(Actual reporting dates)

To comply with this law, building owners need to demonstrate the following:

1. An O&M program has been implemented in their building
2. An energy management plan has been completed
3. The building's weather normalized EUI is less than or equal to the building's EUIt for a minimum of 12months before the compliance dates listed below

What exactly is an EUI or EUIt and how are they applied?

EUI stands for Energy Use Intensity and is calculated by the size of a building (square footage), the building type (how it is used), the energy consumed by that building, and the location of that building.

EUIt is the Energy Use Intensity **Target** that is mandated by the state based on an assessment from similar buildings types and energy consumption goals.

Weather Normalized Site EUIt for K-12 Schools in Pierce County (Zone 4C) are as follows:

- 48 EUIt - Elementary
- 48 EUIt - Middle School
- 49 EUIt - High School

(Lower scores = More Efficient)

How do we track Energy Use and Where are we currently?

Program: Energy Star Portfolio Manager **Metrics**: Energy usage, emissions, cost, EUI

Metrics Summary

Metric	Apr 2021 (Energy Baseline)	Oct 2023 (Energy Current)	Change
Property Name	Steilacoom high School	Steilacoom high School	N/A
Natural Gas Use (kBtu)	7,901,386.3	3,441,247.2	-4460139.10 (-56.40%)
Electricity Use - Grid Purchase (kWh)	1,426,799.7	1,212,232.1	-214567.60 (-15.00%)
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	6.2	4.0	-2.20 (-35.50%)
Energy Cost ($)	166,154.12	157,755.83	-8398.29 (-5.10%)
Weather Normalized Site EUI (kBtu/ft²)	92.9	56.9	-36.00 (-38.80%)

Metrics Summary

Metric	Oct 2019 (Other)	Oct 2023 (Energy Current)	Change
Property Name	Pioneer Middle School	Pioneer Middle School	N/A
Electricity Use - Grid Purchase (kBtu)	4,063,132.4	2,890,237.0	-1172895.40 (-28.90%)
Natural Gas Use (kBtu)	4,105,777.0	2,731,581.8	-1374195.20 (-33.50%)
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	5.9	3.8	-2.10 (-35.60%)
Energy Cost ($)	134,214.90	145,280.25	11065.35 (8.20%)
Weather Normalized Site EUI (kBtu/ft²)	77.2	53.6	-23.60 (-30.60%)

Metrics Summary

Metric	Aug 2022 (Other)	Aug 2023 (Other)	Change
Property Name	Cherrydale	Cherrydale	N/A
Electricity Use - Grid Purchase (kWh)	253,696.0	212,536.7	-41159.30 (-16.20%)
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	1.9	1.6	-0.30 (-15.80%)
Energy Cost ($)	22,878.55	20,305.11	-2573.44 (-11.20%)
Weather Normalized Site EUI (kBtu/ft²)	21.4	18.4	-3.00 (-14.00%)

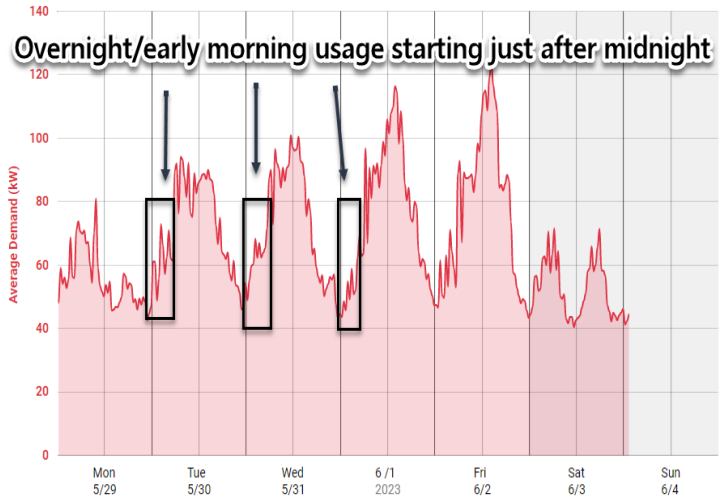
Metrics Summary

Metric	May 2021 (Energy Baseline)	Jul 2022 (Other)	Change
Property Name	Saltars Point Elementary	Saltars Point Elementary	N/A
Electricity Use - Grid Purchase (kWh)	550,056.7	464,644.4	-85412.30 (-15.50%)
Natural Gas Use (kBtu)	Not Available	Not Available	N/A
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	2.9	2.4	-0.50 (-17.20%)
Energy Cost ($)	46,694.98	42,355.10	-4339.88 (-9.30%)
Weather Normalized Site EUI (kBtu/ft²)	33.1	28.1	-5.00 (-15.10%)

12% annual cost increase from the utility provider

Metrics Summary

Metric	Dec 2018 (Energy Baseline)	Oct 2023 (Energy Current)	Change
Property Name	Chloe Clark Elementary	Chloe Clark Elementary	N/A
Electricity Use - Grid Purchase (kWh)	659,756.2	787,201.5	127445.30 (19.30%)
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	3.2	3.8	0.60 (18.80%)
Energy Cost ($)	81,388.07	107,322.79	25934.72 (31.90%)
Weather Normalized Site EUI (kBtu/ft²)	37.9	45.3	7.40 (19.50%)



Pioneer Middle School Progress Review

Metrics Summary

Metric	Oct 2019 (Other)	Oct 2023 (Energy Current)	Change
Property Name	Pioneer Middle School	Pioneer Middle School	N/A
Electricity Use - Grid Purchase (kBtu)	4,063,132.4	2,890,237.0	-1172895.40 (-28.90%)
Natural Gas Use (kBtu)	4,105,777.0	2,731,581.8	-1374195.20 (-33.50%)
Total (Location-Based) GHG Emissions Intensity (kgCO2e/ft²)	5.9	3.8	-2.10 (-35.60%)
Energy Cost ($)	134,214.90	145,280.25	11065.35 (8.20%)
Weather Normalized Site EUI (kBtu/ft²)	77.2	53.6	-23.60 (-30.60%)

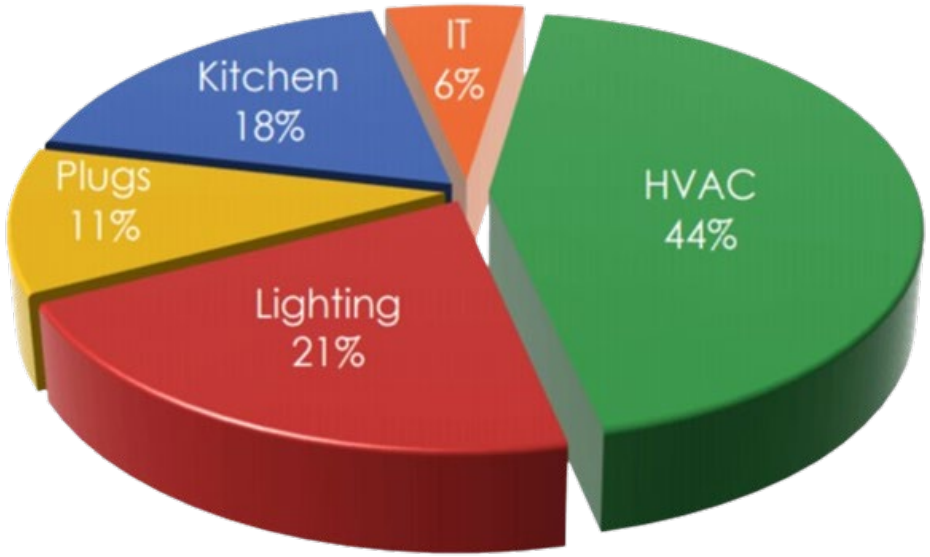
12% annual rate increase from the utility provider



Current Percentages and Date Recap

Building	Sqft	Target EUI	Current EUI	% to Compliant	Compliant	Deadline	Days Left	Goal Date
Steilacoom High School	133,374	49	56.9	86%	No	6/1/2026	896	9/1/2025
Pioneer Middle School	103,128	49	53.6	91%	No	6/1/2026	896	9/1/2025
Chloe Clark Elementary	59,333	48	45.3	100%	Yes	6/1/2027	1,261	N/A
Saltars Point Elementary	55,235	48	28.1	100%	Yes	6/1/2027	1,261	N/A
Cherrydale Elementary	39,699	48	18.4	100%	Yes	Not Officially Posted	N/A	N/A
Anderson Island Elementary		N/A		N/A	N/A	N/A	N/A	N/A
District Wide:				95.40%	No	6/1/2026	896	9/1/2025

What is our approach to become 100% compliant by June 1, 2026?



(Typical breakdown of energy consumption for a k-12 building)

TARGETING EFFICIENCY INCREASES:

HVAC (15%)

- Energy Efficient RTU's/Replace EOL
- BAS Controls

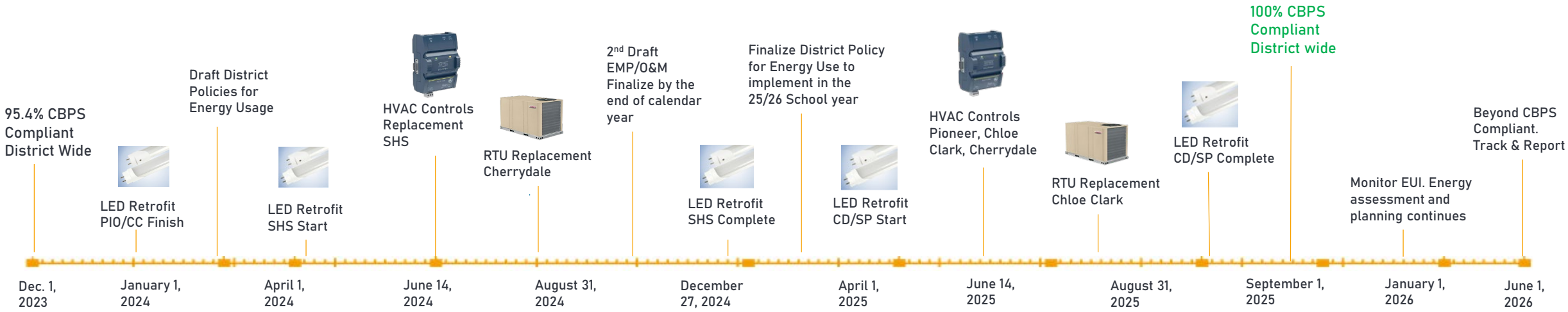
Lighting (18 %)

- LED Retrofitting
- Sensor Installations

General Electricity (15%)

- New Policies

Capital Projects Planning for CBPS Compliancy



CAPITAL FUNDS ANNUAL BUDGETING:

2024

$800K - Replace EOL Packaged Rooftop Heat Pumps at Cherrydale Elementary

$350K – Replace all HVAC controls at Steilacoom High School

$15K – Complete LED retrofitting at Pioneer Middle School, Chloe Clark Elementary and Begin LED retrofitting at Steilacoom High

2025

$650K - Replace HVAC Controls at Pioneer, Chloe Clark and Cherrydale.

$900K – Replace All Packaged Rooftop heat pumps at Chloe Clark Elementary

$100K – Complete LED Retrofitting at Steilacoom High School, Begin LED retrofitting at Saltars Point Elementary and Cherrydale Elementary

Resources

Washington State Department Of Commerce

Clean Buildings Outline
https://www.commerce.wa.gov/growing-the-economy/energy/buildings/#:~:text=In%202019%20the%20Clean%20Buildings,covered%20buildings%20and%20multifamily%20buildings.

Technical References
https://www.commerce.wa.gov/growing-the-economy/energy/buildings-archive-page/clean-buildings-performance-standard-document-library/

House Bill 1257
https://www.commerce.wa.gov/energy-blog/clean-buildings-e3shb-1257/

Puget Sound Energy

Clean Buildings Accelerator
https://www.pse.com/en/business-incentives/energy-management-programs/clean-buildings

Energy Management Programs
https://www.pse.com/en/business-incentives/energy-management-programs



STEILACOOM
Historical School District No. 1

January 10, 2024

To: Dr. Kathi Weight, Superintendent

From: Shawn Lewis

Subject: Financial Update

Attached are the Budget Status Reports for all funds as of the end of December 2023, along with charts and data showing our monthly attendance, general fund balance, and general fund cash balance.

Enrollment for the year to date continues to be under projection - no significant change from last month and consistent with expectations based on the beginning of the year enrollment. Running Start enrollment remains well above projection. We should have a better idea on second semester Running Start enrollment in February.

General Fund balance as of the end of December was $2,216,994 – which is about $1.4 million better than last year at the same time. Our end of month cash balance is also roughly $1.4 million higher than last year.

The Capital Projects Fund budget now reflects the budget extension adopted by the board in December. We have a $161,770 fund balance at the end of the month – with nearly all additional revenue expected to be received in April, May and June. Expenses will follow shortly thereafter.

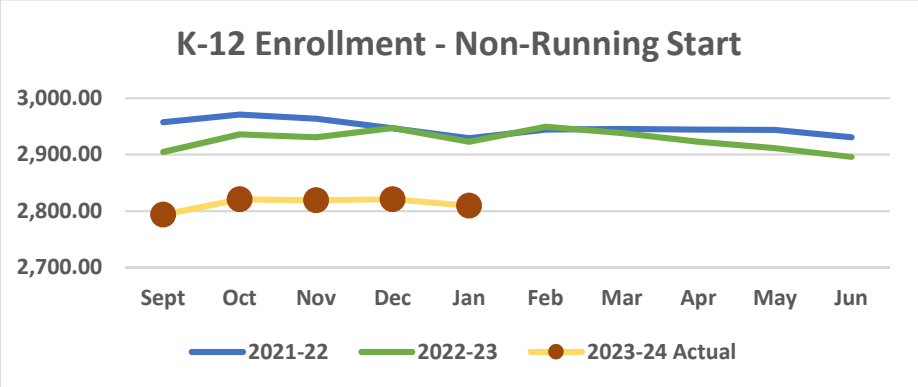
The Debt Service fund has roughly $1.35 million in fund balance. There are no outstanding general obligation bonds for the district with the final payment made in December 2023. We expect to pay over $1.6 million toward our non-voted debt in June and have already started discussions with our financial advisory regarding paying off all debt by the end of the calendar year.

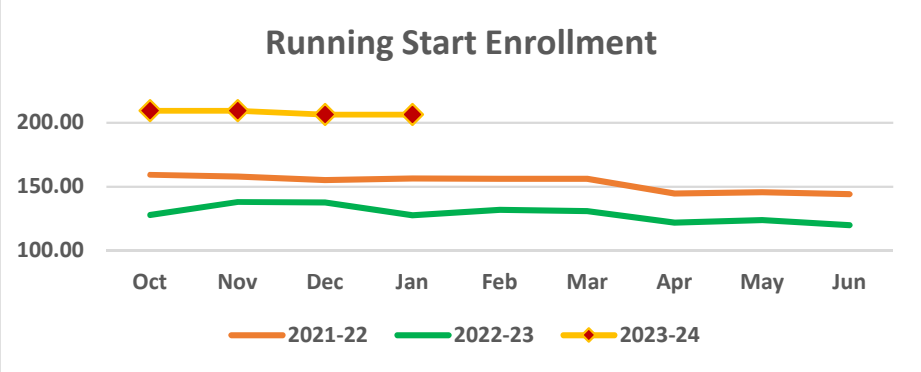
Overall cash flow remains fine at this point, with March continuing to be our projected low-point. December activity was better than expected – so cash balance projections are slightly improved.

Steilacoom Historical School District No. 1
Monthly Budget Report
2023-24 Executive Summary
Dec-23

Enrollment

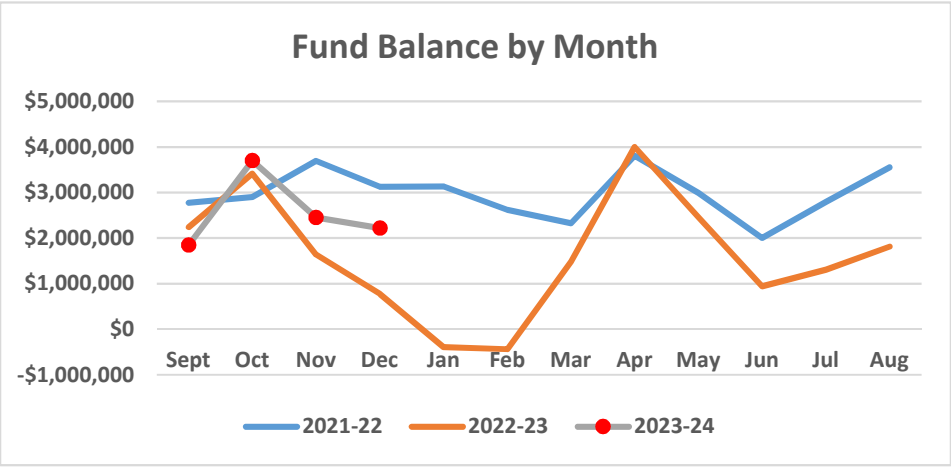
Budgeted FTE	3,037.00
Actual Average Annual FTE	3,020.75
FTE Over/Under Budget	(16.25)





General Fund Balance

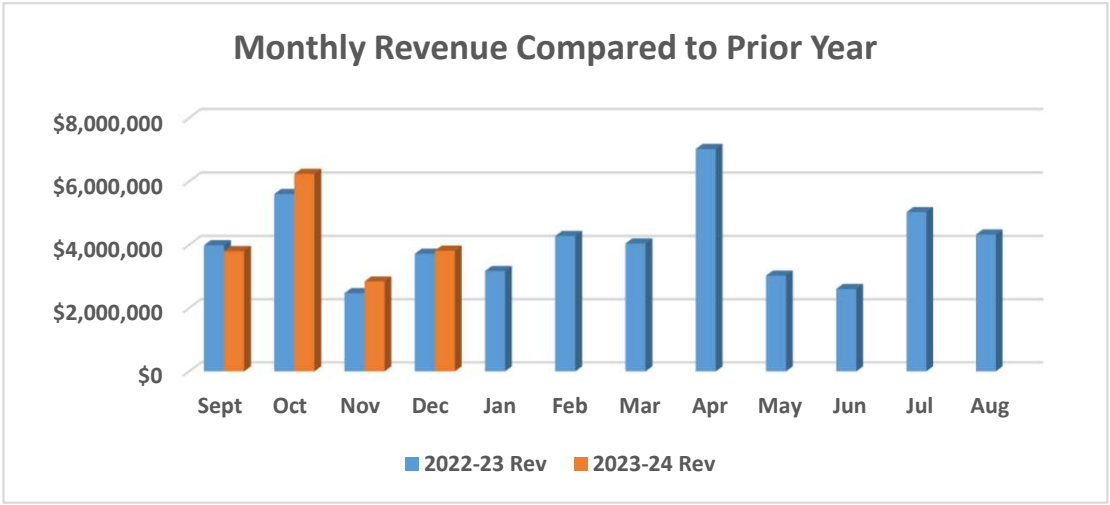
Actual as of Prior Month	$2,449,053
Actual as of Current Month	$2,216,995
Increase/Decrease in Fund Balance	($232,058)
Fund Balance as a % of Budgeted Expenditures	4.34%

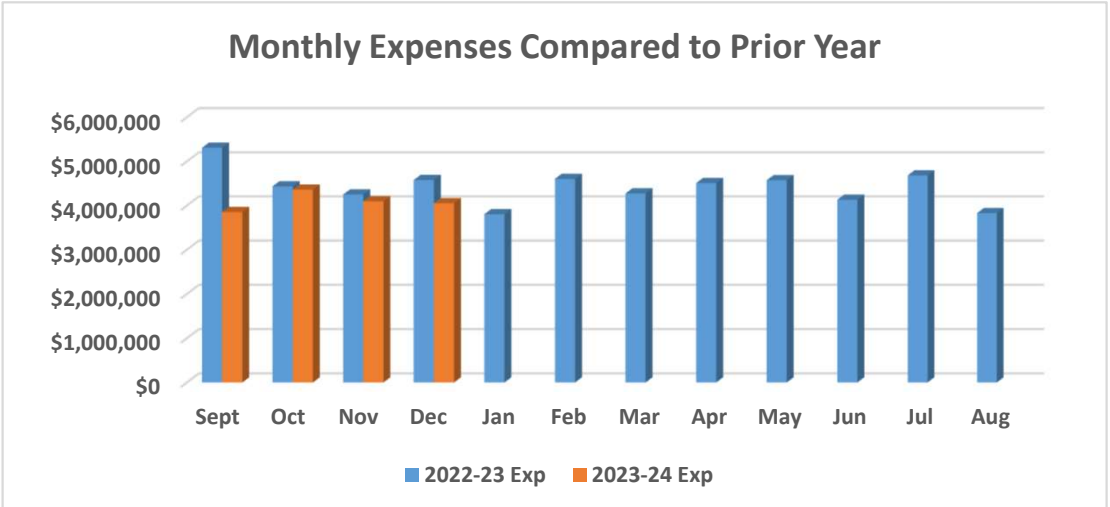


General Fund Cash and Investment Balance

As of Month End

	2021-22	2022-23	2023-24	Change From Prior Year
Sept	$3,699,925	$2,127,134	$1,739,546	($387,588)
Oct	$4,954,039	$3,382,880	$3,636,745	$253,865
Nov	$4,196,404	$1,628,957	$2,386,579	$757,622
Dec	$3,792,454	$751,911	$2,199,024	$1,447,113
Jan	$3,830,686	$370,061		
Feb	$3,317,966	($1,964)		
Mar	$2,991,604	$785,205		
Apr	$4,489,799	$3,972,916		
May	$3,627,568	$2,365,690		
Jun	$2,705,656	$852,646		
Jul	$2,773,910	$1,171,464		
Aug	$2,924,278	$1,691,540		





10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December , 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	8,336,223	19,609.62	3,094,784.57		5,241,438.43	37.12
2000 LOCAL SUPPORT NONTAX	857,000	101,836.42	382,026.62		474,973.38	44.58
3000 STATE, GENERAL PURPOSE	30,608,676	2,754,359.48	9,487,238.22		21,121,437.78	31.00
4000 STATE, SPECIAL PURPOSE	8,992,655	745,463.62	2,588,865.49		6,403,789.51	28.79
5000 FEDERAL, GENERAL PURPOSE	399,000	.00	423,853.28		24,853.28-	106.23
6000 FEDERAL, SPECIAL PURPOSE	2,536,337	197,541.05	742,026.57		1,794,310.43	29.26
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	3,000.00		3,000.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	51,729,891	3,818,810.19	16,721,794.75		35,008,096.25	32.33
B. EXPENDITURES						
00 Regular Instruction	27,814,301	2,093,248.12	8,657,769.71	16,516,772.36	2,639,758.93	90.51
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	7,224,977	616,301.61	2,459,929.93	4,610,763.52	154,283.55	97.86
30 Voc. Ed Instruction	2,263,813	182,819.59	721,012.50	1,282,870.23	259,930.27	88.52
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,689,402	104,537.80	404,286.85	760,304.62	524,810.53	68.94
70 Other Instructional Pgms	592,263	65,929.46	255,908.93	400,654.22	64,300.15-	110.86
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	11,477,509	988,032.17	3,901,934.52	3,740,075.47	3,835,499.01	66.58
Total EXPENDITURES	51,062,265	4,050,868.75	16,400,842.44	27,311,440.42	7,349,982.14	85.61
C. OTHER FIN. USES TRANS. OUT (GL 536)	450,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	217,626	232,058.56-	320,952.31		103,326.31	47.48
F. TOTAL BEGINNING FUND BALANCE	500,000		1,896,042.46			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	717,626		2,216,994.77			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810	Restricted For Other Items	0	.00
G/L 815	Restric Unequalized Deduct Rev	0	.00
G/L 821	Restricted for Carryover	0	.00
G/L 823	Restricted for Carryover of Tra	0	.00
G/L 825	Restricted for Skills Center	0	.00
G/L 828	Restricted for C/O of FS Rev	0	.00
G/L 830	Restricted for Debt Service	0	.00
G/L 835	Restrictd For Arbitrage Rebate	0	.00
G/L 840	Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845	Restricted for Self Insur	0	.00
G/L 850	Restricted for Uninsured Risks	0	.00
G/L 870	Committed to Other Purposes	450,000-	.00
G/L 872	Committd to Econmc Stabilizatn	0	.00
G/L 873	Committed to Depreciation Sub-F	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	1,167,626	2,216,994.77
G/L 891	Unassigned Min Fnd Bal Policy	0	.00
G/L 896	Change in Accounting Principles	0	.00
G/L 897	Change to or within the Financi	0	.00
	TOTAL	717,626	2,216,994.77

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December , 2023

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	3,000,000	.00	.00		3,000,000.00	0.00
2000 Local Support Nontax	151,000	148.72	580.65		150,419.35	0.38
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	3,151,000	148.72	580.65		3,150,419.35	0.02
B. EXPENDITURES						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	1,450,000	22,341.63	22,341.63	11,538.18	1,416,120.19	2.34
30 Equipment	200,000	.00	.00	0.00	200,000.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	1,650,000	22,341.63	22,341.63	11,538.18	1,616,120.19	2.05
C. OTHER FIN. USES TRANS. OUT (GL 536)	1,625,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	124,000-	22,192.91-	21,760.98-		102,239.02	82.45-
F. TOTAL BEGINNING FUND BALANCE	170,000		183,530.62			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	46,000		161,769.64			

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	1,600,000-	4,846.83-
G/L 863	Restricted from State Proceeds	0	.00
G/L 864	Restricted from Fed Proceeds	0	.00
G/L 865	Restricted from Other Proceeds	0	.00
G/L 866	Restricted Impact Fees	270,000	103,597.18
G/L 867	Restrictd Mitigation Fees	0	.00
G/L 869	Restricted fr Undistr Proceeds	0	.00
G/L 870	Committed to Other Purposes	0	.00
G/L 889	Assigned to Fund Purposes	1,376,000	63,019.29
G/L 890	Unassigned Fund Balance	0	.00
G/L 896	Change in Accounting Principles	0	.00
G/L 897	Change to or within the Financi	0	.00
	TOTAL	46,000	161,769.64

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December , 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	4,071,610	24,378.88	3,831,159.60		240,450.40	94.09
2000 Local Support Nontax	1,000	3,905.62	15,141.85		14,141.85-	> 1000
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	725,000	.00	.00		725,000.00	0.00
Total REVENUES/OTHER FIN. SOURCES	4,797,610	28,284.50	3,846,301.45		951,308.55	80.17
B. EXPENDITURES						
Matured Bond Expenditures	8,870,000	8,330,000.00	8,330,000.00	0.00	540,000.00	93.91
Interest On Bonds	710,000	297,600.00	297,600.00	0.00	412,400.00	41.92
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	0	.00	.00	0.00	.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	9,580,000	8,627,600.00	8,627,600.00	0.00	952,400.00	90.06
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)	4,782,390-	8,599,315.50-	4,781,298.55-		1,091.45	0.02-
F. TOTAL BEGINNING FUND BALANCE	5,441,308		6,130,439.64			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	658,918		1,349,141.09			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	658,918		1,349,141.09			
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			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	658,918		1,349,141.09			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December , 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	260,710	10,975.44	102,996.12		157,713.88	39.51
2000 Athletics	178,332	2,765.72	10,282.16		168,049.84	5.77
3000 Classes	219,200	940.76	11,286.70		207,913.30	5.15
4000 Clubs	568,580	32,402.41	106,972.65		461,607.35	18.81
6000 Private Moneys	21,100	172.00	1,046.44		20,053.56	4.96
Total REVENUES	1,247,922	47,256.33	232,584.07		1,015,337.93	18.64
B. EXPENDITURES						
1000 General Student Body	298,660	808.79	26,962.02	1,435.00	270,262.98	9.51
2000 Athletics	234,461	19,182.88	59,658.52	47,605.41	127,197.07	45.75
3000 Classes	229,100	58.08	6,555.93	6,778.34	215,765.73	5.82
4000 Clubs	622,037	28,656.67	80,270.25	20,894.46	520,872.29	16.26
6000 Private Moneys	29,275	233.96	1,403.76	0.00	27,871.24	4.80
Total EXPENDITURES	1,413,533	48,940.38	174,850.48	76,713.21	1,161,969.31	17.80
C. EXCESS OF REVENUES OVER(UNDER) EXPENDITURES (A-B)	165,611-	1,684.05-	57,733.59		223,344.59	134.86-
D. TOTAL BEGINNING FUND BALANCE	277,387		361,478.59			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)	111,776		419,212.18			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	111,776		419,212.18			
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			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	111,776		419,212.18			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of December , 2023

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	1,000	595.67	2,325.67		1,325.67-	232.57
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	1,000	595.67	2,325.67		1,325.67-	232.57
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	1,000	595.67	2,325.67		1,325.67-	232.57
D. EXPENDITURES						
Type 30 Equipment	4,000	.00	.00	0.00	4,000.00	0.00
Type 40 Energy	0	.00	.00	0.00	.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
Total EXPENDITURES	4,000	.00	.00	0.00	4,000.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)	3,000-	595.67	2,325.67		5,325.67	177.52-
H. TOTAL BEGINNING FUND BALANCE	140,603		155,621.43			
I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	137,603		157,947.10			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	137,603		157,947.10			
G/L 830 RES FOR DEBT SERVICE	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
TOTAL	137,603		157,947.10			

********** 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: **January 17, 2024**

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.

Shawn Lewis, Assistant Superindendent

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:					
	Payroll	800942	to	800944	$ 6,274.45
	Payroll A/P	133902	to	133914	$ 489,802.65
	Payrol ACH Payments		to		$ 492,302.38
	Payroll Taxes		to		$ 606,186.13
	Direct Deposit		to		$ 1,708,673.37
December 18, 2023	Accounts Payable	133900	to	133900	$ 5,082.19
December 18, 2023	Accounts Payable	133901	to	133901	$ 108.34
December 19, 2023	Accounts Payable	133902		133214	$ 489,802.65
December 21, 2023	Accounts Payable	133915	to	133948	$ 410,785.14
December 21, 2023	Accounts Payable	133949	to	133949	$ 22,264.99
December 21, 2023	Accounts Payable	133950	to	133950	$ 2,282.15
December 21, 2023	Accounts Payable	133951	to	133951	$ 127,468.71
January 3, 2024	Accounts Payable	133952	to	133952	$ 459.42
January 10, 2024	Accounts Payable	133953	to	133997	$ 195,460.09
January 10, 2024	Accounts Payable	133998	to	134001	$ 4,600.08
			to		
			TOTAL GENERAL FUND:		$ 4,561,552.74
CAPITAL PROJECTS FUND:			to		
December 21, 2023	Direct Deposit	200559	to	200560	$ 22,341.63
January 10, 2024	Direct Deposit	200561		200561	$ 30,280.68
			TOTAL CAPITAL PROJECTS FUND:		$ 52,622.31
ASSOCIATED STUDENT BODY FUND:					
December 18, 2023	Accounts Payable	405313	to	405313	$ 378.67
December 19, 2023	Accounts Payable	405314		405327	$ 18,541.09
December 19, 2023	Accounts Payable	405328		405328	$ 1,124.20
December 21, 2023	Accounts Payable	405329	to	405329	$ 27,494.28
January 3, 2024	Accounts Payable	405330	to	405330	$ 425.69
January 10, 2024	Accounts Payable	405331	to	405337	$ 23,433.46
	Accounts Payable		to		
			TOTAL ASSOCIATED STUDENT BODY FUND:		$ 71,397.39
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

PAYROLL

A/P

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $1,098,538.51. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202300016 through 202300021, totaling $1,098,538.51

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202300016	KEYBANK NATIONAL ASSOCIATION	12/29/2023	20231229AD1FIC	Payroll accrual	0	147,707.34	606,186.13
			20231229AD1FIT	Payroll accrual	0	223,781.73	
			20231229AD1FIT+	Payroll accrual	0	16,555.91	
			20231229AD1Med	Payroll accrual	0	35,298.44	
			20231229AF1FIC	Payroll accrual	0	147,707.34	
			20231229AF1Med	Payroll accrual	0	35,135.37	
202300017	*KEYBANK NA - OMNI	12/29/2023	20231229ADA101	Payroll accrual	0	1,350.00	20,575.40
			20231229ADA104	Payroll accrual	0	3,137.50	
			20231229ADA104R	Payroll accrual	0	1,953.90	
			20231229ADA105R	Payroll accrual	0	2,600.00	
			20231229ADA106	Payroll accrual	0	200.00	
			20231229ADA107	Payroll accrual	0	2,666.00	
			20231229ADA108	Payroll accrual	0	2,325.00	
			20231229ADA108R	Payroll accrual	0	2,175.00	
			20231229ADA109	Payroll accrual	0	4,168.00	
202300018	*KEYBANK NA - DSHS	12/29/2023	20231229ADCS%50	Payroll accrual	0	2,417.44	2,417.44
202300019	*KEYBANK NA - DRS	12/29/2023	20231229AD1ReE0	Payroll accrual	0	0.00	445,203.24
			20231229AD1ReE2	Payroll accrual	0	25,033.56	
			20231229AD1ReE3	Payroll accrual	0	15,409.64	
			20231229AD1ReT0	Payroll accrual	0	0.00	
			20231229AD1ReT2	Payroll accrual	0	47,710.46	
			20231229AD1ReT3	Payroll accrual	0	94,723.29	
			20231229ADA81%3	Payroll accrual	0	1,306.18	
			20231229ADA8103	Payroll accrual	0	21,288.00	
			20231229ADDCP R	Payroll accrual	0	200.00	
			20231229AF1ReE0	Payroll accrual	0	0.00	
			20231229AF1ReE2	Payroll accrual	0	35,259.82	
			20231229AF1ReE3	Payroll accrual	0	23,433.71	
			20231229AF1ReT0	Payroll accrual	0	0.00	
			20231229AF1ReT2	Payroll accrual	0	57,418.25	
			20231229AF1ReT3	Payroll accrual	0	121,484.33	
			20231229AFZ457n	Payroll accrual	0	1,936.00	
202300020	*KEYBANK NA - VEBA	12/29/2023	20231229ADV1119	Payroll accrual	0	2,100.00	24,106.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20231229ADV2119	Payroll accrual	0	4,400.00	
			20231229ADV3119	Payroll accrual	0	15,298.04	
			20231229ADV3ps	Payroll accrual	0	1,108.26	
			20231229ADV4119	Payroll accrual	0	900.00	
			20231229ADV4ps	Payroll accrual	0	300.00	
202300021	*KEYBANK NA - OMNI	12/29/2023	20231229ADA101LE	LYNN EMERY REVERSAL	0	50.00	50.00

6 Wire Transfer Check(s) For a Total of 1,098,538.51

	0	Manual	Checks For a Total of	0.00
	6	Wire Transfer	Checks For a Total of	1,098,538.51
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	6	Manual, Wire Tran, ACH & Computer Checks		1,098,538.51
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,098,538.51

GENERAL FUNDS

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $5,082.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133900 through 133900, totaling $5,082.19

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133900	AMAZON.COM SALES, INC	12/18/2023	113L-1PCL-WRTK	CTE SUPPLIES BRACE	0	110.10	5,082.19
			114Q-KTTD-C1QH	GF SPED SUPPLIES	0	83.16	
			11YL-71HG-3JQY	CTE SUPPLIES CREDIT MEMO FOR 1MFY-KW7T-W3QJ $323.25	0	-62.67	
			14DG-G714-9LX6	CTE SUPPLIES MATTES	0	16.13	
			17F3-FH4V-DDDM	GF SPED SUPPLIES	0	85.85	
			17K9-4WCF-VX14	CTE SUPPLIES HAUSER	0	955.26	
			17VT-JJXY-VTXR	CTE SUPPLIES WEBSTER	0	168.30	
			19X6-JNC3-WP7X	CTE SUPPLIES HAYDEN	0	183.86	
			1DGM-HR31-3TV6	CTE SUPPLIES MATTES	0	51.74	
			1JC9-JCLY0CLLH	Open PO for Amazon Purchases	4312324004	45.64	
			1KRC-WQ46-WJ9C	CTE SUPPLIES WEBSTER	0	411.38	
			1LCN-RFWM-V7JD	CTE SUPPLIES MOCK	0	339.66	
			1LJJ-6C7N-4TJR	CTE SUPPLIES MOCK	0	290.14	
			1MFY-KW7T-W3QT	CTE SUPPLIES MOCK	0	323.25	
			1N46-THWD-WQVR	CTE SUPPLIES MATTES	0	70.76	
			1V7Y-LWMG-733V	GF SPED SUPPLIES	0	280.76	
			1VQX-17KL-WKML	CTE SUPPLIES MATTES	0	100.13	
			1WLH-33PY-4VPR	Open PO for Amazon Purchases	4312324004	604.52	
			1X93-TV1Q-D4LP	CTE SUPPLIES MOCK	0	299.66	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1XD4-P9QL-4MDK	CTE SUPPLIES WEBSTER	0	294.95	
			1XTQ-VCJT-WGCH	CTE SUPPLIES MATTES	0	429.61	
			1 Computer	Check(s) For a Total of			5,082.19

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	5,082.19
Total For	1	Manual, Wire Tran, ACH & Computer Checks		5,082.19
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,082.19

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $108.34. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133901 through 133901, totaling $108.34

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133901	AMAZON.COM SALES, INC	12/18/2023	14F9-XGQF-XCH3	CTE SHS CREDIT MEMO	0	-13.09	108.34
			16J1-MM41-7G63	Open PO for Amazon Purchases	4312324004	172.45	
			1KW4-Q1C9-QVY9	Open PO for Amazon Purchases	4312324004	-107.62	
			1MYY-7PDR-6Q9T	CTE SHS JJ	0	250.51	
			1VLX-JXYL-4KQP	CTE SHS CREDIT MEMO	0	-193.91	

1 Computer Check(s) For a Total of 108.34

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	108.34
Total For	1	Manual, Wire Tran, ACH & Computer Checks		108.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	108.34

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $489,802.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133902 through 133914, totaling $489,802.65

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133902	*CSIDENTITY CORPORATION	12/29/2023	20231229ADNWEXP	Payroll accrual	0	33.00	33.00
133903	*DVM INSURANCE AGENCY - DBA NA	12/29/2023	20231229ADNWPI	Payroll accrual	0	81.39	81.39
133904	*EMPLOY SEC DEPTS - WA LTC	12/29/2023	20231229AD1WLTC	Payroll accrual	0	12,022.24	12,022.24
133905	*EMPLOYMENT SECURITY DEPARTMEN	12/29/2023	20231229AD1PFML	Payroll accrual	0	14,125.88	19,413.65
			20231229AF1PFML	Payroll accrual	0	5,287.77	
133906	*ESD UNEMPLOYMENT POOL	12/29/2023	20231229AF1UC	Payroll accrual	0	2,808.60	2,808.60
133907	*LEGAL ACCESS CONSULTING LLC -	12/29/2023	20231229ADNWLE	Payroll accrual	0	139.60	139.60
133908	*PUGET SOUND WORKERS COMP TRUS	12/29/2023	20231229AD1WC	Payroll accrual	0	3,738.76	20,219.78
			20231229AF1WC	Payroll accrual	0	16,481.02	
133909	*WEA PAYROLL DEDUCTIONS	12/29/2023	20231229ADC0UA	Payroll accrual	0	18,593.44	22,762.93
			20231229ADC0UB	Payroll accrual	0	186.20	
			20231229ADC0UC	Payroll accrual	0	60.80	
			20231229ADC1UB	Payroll accrual	0	886.68	
			20231229ADC1UC	Payroll accrual	0	453.32	
			20231229ADC1UD	Payroll accrual	0	1,001.47	
			20231229ADC1UE	Payroll accrual	0	1,295.19	
			20231229ADC1UG	Payroll accrual	0	27.08	
			20231229ADC3UB	Payroll accrual	0	24.00	
			20231229ADC4UC	Payroll accrual	0	234.75	
133910	HCA-SEBB BENEFITS	12/29/2023	20231229AFSEBB	Payroll accrual	0	367,400.00	367,400.00
133911	HCA-SEBB BENEFITS	12/29/2023	20231229ADKP1CR	Payroll accrual	0	270.00	34,415.00
			20231229ADKP1ER	Payroll accrual	0	77.00	
			20231229ADKP2CR	Payroll accrual	0	186.00	
			20231229ADKP2ER	Payroll accrual	0	318.00	
			20231229ADKP2FR	Payroll accrual	0	686.00	
			20231229ADKP3CR	Payroll accrual	0	249.00	
			20231229ADKP3ER	Payroll accrual	0	142.00	
			20231229ADKP3FR	Payroll accrual	0	426.00	
			20231229ADKW1CR	Payroll accrual	0	134.00	
			20231229ADKW1ER	Payroll accrual	0	76.00	
			20231229ADKW1FR	Payroll accrual	0	114.00	
			20231229ADKW2CR	Payroll accrual	0	75.00	
			20231229ADKW2ER	Payroll accrual	0	344.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20231229ADKW2FR	Payroll accrual	0	258.00	
			20231229ADKW2SR	Payroll accrual	0	86.00	
			20231229ADKWSCR	Payroll accrual	0	1,300.00	
			20231229ADKWSER	Payroll accrual	0	1,949.00	
			20231229ADKWSFR	Payroll accrual	0	1,604.00	
			20231229ADKWSSR	Payroll accrual	0	1,086.00	
			20231229ADPHCR	Payroll accrual	0	1,190.00	
			20231229ADPHER	Payroll accrual	0	1,311.00	
			20231229ADPHFR	Payroll accrual	0	2,960.00	
			20231229ADPHSR	Payroll accrual	0	1,358.00	
			20231229ADPMER	Payroll accrual	0	50.00	
			20231229ADPMFR	Payroll accrual	0	150.00	
			20231229ADPSCR	Payroll accrual	0	516.00	
			20231229ADPSER	Payroll accrual	0	735.00	
			20231229ADPSFR	Payroll accrual	0	1,176.00	
			20231229ADPSSR	Payroll accrual	0	907.00	
			20231229ADV1CR	Payroll accrual	0	145.00	
			20231229ADV1ER	Payroll accrual	0	249.00	
			20231229ADV1FR	Payroll accrual	0	249.00	
			20231229ADV2CR	Payroll accrual	0	145.00	
			20231229ADV2ER	Payroll accrual	0	249.00	
			20231229ADV2FR	Payroll accrual	0	498.00	
			20231229ADV2SR	Payroll accrual	0	548.00	
			20231229ADVACR	Payroll accrual	0	2,208.00	
			20231229ADVAER	Payroll accrual	0	1,155.00	
			20231229ADVAFR	Payroll accrual	0	3,830.00	
			20231229ADVASR	Payroll accrual	0	2,100.00	
			20231229ADVHSAE	Payroll accrual	0	84.00	
			20231229ADVHSAF	Payroll accrual	0	336.00	
			20231229ADVHSAS	Payroll accrual	0	112.00	
			20231229ADVUCR	Payroll accrual	0	666.00	
			20231229ADVUER	Payroll accrual	0	865.00	
			20231229ADVUFR	Payroll accrual	0	1,159.00	
			20231229ADVUSR	Payroll accrual	0	84.00	
133912	HCA-SEBB FLEX SPEND	12/29/2023	20231229ADDCFSA	Payroll accrual	0	1,283.26	4,384.29
			20231229ADHCFSA	Payroll accrual	0	3,101.03	
133913	IDAHO CHILD SUPPORT RECEIPTING	12/29/2023	20231229ADCSIDS	Payroll accrual	0	295.00	295.00
133914	The Standard Insurance Company	12/29/2023	20231229ADLTD50	Payroll accrual	0	1,140.97	5,827.17
			20231229ADLTD60	Payroll accrual	0	4,686.20	

13 Computer Check(s) For a Total of 489,802.65

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	13	Computer	Checks For a Total of	489,802.65
Total For	13	Manual, Wire Tran, ACH & Computer Checks		489,802.65
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	489,802.65

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $410,785.14. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133915 through 133948, totaling $410,785.14

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133915	ANDERSON ISLAND GENERAL STORE	12/21/2023	1648811	ANDERSON ISLAND ELEMENTARY SCHOOL TRANSPORTATION DIESEL FUEL SUPPLY Q4 2023-24	82324027	217.49	217.49
133916	CAPITAL BUSINESS MACHINES INC	12/21/2023	INV183403	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	261.79	2,647.75
			INV183404	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	432.73	
			INV183405	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	578.49	
			INV183406	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	473.86	
			INV183407	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	384.24	
			INV183408	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	440.67	
			INV183409	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	13.64	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			INV183410	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	7.74	
			INV183411	DISTRICTWIDE QUARTERLY USAGE FEES FY 2023 - 2024	82324020	54.59	
133917	CC'S CLASSY CHASSIS INC.	12/21/2023	5945	OPEN PURCHASE ORDER 2023-2024 for OIL CHANGES & CAR WASH/DETAIL SERVICES	102324004	474.15	474.15
133918	CLAY ART CENTER	12/21/2023	INV-1734	CTE J. MOCK ART SUPPLIES	0	707.39	707.39
133919	CONSOLIDATED ELECTRICAL DISTRI	12/21/2023	8541-1054040	OPEN PURCHASE ORDER 2023-2024 for ELECTRICAL/LIGHTS SUPPLIES	102324005	94.58	583.54
			8541-1058128	OPEN PURCHASE ORDER 2023-2024 for ELECTRICAL/LIGHTS SUPPLIES	102324005	441.20	
			8541-1058917	OPEN PURCHASE ORDER 2023-2024 for ELECTRICAL/LIGHTS SUPPLIES	102324005	47.76	
133920	CROSS CULTURAL COMMUNICATIONS	12/21/2023	46	PIONEER MIDDLE SCHOOL INTERPRETATION SERVICES	0	44.00	44.00
133921	DEPT OF LICENSING (WA STATE)	12/21/2023	L0221646861	ABSTRACT DRIVING RECORDS: PERIOD 11/01/2023 - 11/30/2023	0	45.00	45.00
133922	DURHAM SCHOOL SERVICES	12/21/2023	92005127	STUDENT TRANSPORTATION SERVICES: FIRST SEMESTER FY 2023-2024	82324010	327,564.73	327,564.73
133923	ESD 113	12/21/2023	7422400176	Fingerprinting	182324007	550.00	550.00
133924	FERGUSON ENTERPRISES, LLC	12/21/2023	1996473	OPEN PURCHASE 2023-2024 for PLUMBING SUPPLIES	102324008	270.45	270.45
133925	FORD, JEREMIAH T	12/21/2023	reim_11.5.23_$93.06	CHLOE CLARK ELEMENTARY SCHOOL TEACHING SUPPLIES	0	93.06	93.06

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PURCHASE REIMBURSEMENT			
133926	GRAINGER	12/21/2023	9926702649	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324036	74.81	74.81
133927	HAND2MIND, INC	12/21/2023	INV000235285	HAND2MIND DODEA 2023 BUILDING SUPPLY FOR CHERRYDALE	272324048	467.87	467.87
133928	HONEY BUCKET	12/21/2023	0553729410	STEILACOOM HIGH SCHOOL UNIT WEEKLY SERVICE 09/17/2023 - 10/14/2023	0	149.95	101.75
			0553793304	STEILACOOM HIGH SCHOOL UNIT WEEKLY SERVICE 09/17/2023 - 10/14/2023 CREDIT	0	-48.20	
133929	HORIZON DISTRIBUTORS INC	12/21/2023	3N165701	OPEN PURCHASE ORDER 2023-2024 for GROUNDS SUPPLIES	102324034	103.20	103.20
133930	HP, INC.	12/21/2023	9018069397	SPS-PANEL RAW 15 FHD AG UWVA 250n	0	202.72	202.72
133931	KEY CODE MEDIA INC	12/21/2023	1116025	D Beaulieu Keycode Media Newtek ProTek Prime for Tricaster 410 Plus Renewal $495.00	2142324001	542.03	542.03
133932	LAKE JOSEPHINE RIVIERA WATER	12/21/2023	100811_12.1.23	ANDERSON ISLAND ELEMENTARY SCHOOL WATER UTILITIES: LOC 99-02601	0	56.48	100.48
			100812_12.1.23	ANDERSON ISLAND ELEMENTARY SCHOOL WATER UTILITIES: LOC 99-02701	0	44.00	
133933	LAKEWOOD HARDWARE & PAINT	12/21/2023	728711	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324016	72.64	289.12
			728745	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324016	154.91	
			729356	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324016	61.57	
133934	LEADER SERVICES	12/21/2023	WA12516	STUDENT SERVICES:	0	47.60	47.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				LEADER SERVICES FEE			
133935	MAXIM HEALTHCARE STAFFING SERV	12/21/2023	E11582040294	Psychologist Michael Austin	92324001	3,430.00	6,860.00
			E11645900294	Psychologist Michael Austin	92324001	3,430.00	
133936	MORITZ, SHELLEY MARIE	12/21/2023	reim_12.5.23_$39.74	CHLOE CLARK ELEMENTARY SCHOOL TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	39.74	39.74
133937	O'REILLY AUTO PARTS	12/21/2023	3626-452270	OPEN PURCHASE ORDER 2023-2024 for FLEET VEHICLE SUPPLIES	102324020	16.49	78.95
			3626-454799	OPEN PURCHASE ORDER 2023-2024 for FLEET VEHICLE SUPPLIES	102324020	59.45	
			SC04402000	OPEN PURCHASE ORDER 2023-2024 for FLEET VEHICLE SUPPLIES	102324020	3.01	
133938	ODP SOLUTIONS, LLC	12/21/2023	342114674001	CHLOE CLARK ELEMENTARY SCHOOL COPPY PAPER SUPPLY	1622324011	873.59	873.59
133939	PETROCARD, INC.	12/21/2023	C334891	MOBILE FLEET FUEL SUPPLY: FIRST SEMESTER FY 2023-2024	82324012	26,230.64	26,230.64
133940	PROCARE THERAPY	12/21/2023	20831814	1:1 Student Support Cassie Barlow	92324004	2,549.52	2,549.52
133941	PUGET SOUND ENERGY	12/21/2023	200002143960_121123	PIONEER MIDDLE SCHOOL UTILITIES	0	16,169.46	16,169.46
133942	QUADIENT LEASING USA, INC.	12/21/2023	Q1089318	LEASE NO. N20071202: COVERAGE PERIOD 12/01/2024 - 03/31/2024	0	515.70	515.70
133943	SARCO SUPPLY	12/21/2023	1152812	SHS OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324048	1,615.40	5,164.52
			1152880	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	731.14	
			1152927	AI OPEN PURCHASE	102324045	49.77	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2023-2024 for CUSTODIAL SUPPLIES			
			1152930	SP OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324046	965.21	
			1153057	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	109.72	
			1153098	SHS OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324048	806.71	
			1153099	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	427.55	
			1153100	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	459.02	
133944	TOWN OF STEILACOOM	12/21/2023	2023-12-05-01	Town of Steilacoom SRO	182324005	8,203.62	8,203.62
133945	TRANE U.S. INC.	12/21/2023	15378165	OPEN PURCHASE ORDER 2023-2024 for HVAC Supplies	102324007	1,258.72	2,023.43
			15378623	OPEN PURCHASE ORDER 2023-2024 for HVAC Supplies	102324007	242.77	
			15530701	OPEN PURCHASE ORDER 2023-2024 for HVAC Supplies	102324007	521.94	
133946	UNIVERSITY OF FLORIDA	12/21/2023	UFLI 2023.12.11	PROFESSIONAL DEVELOPMENT WITH UFLI FOR DECEMBER 2023	272324049	6,000.00	6,000.00
133947	VALLIERES, LAURIE ANNE	12/21/2023	trvlreim_12.18.23	DODEA "ONWARD" NETWORKING EVENT TRAVEL REIMBURSEMENT	0	563.83	563.83
133948	WASA REGION 111	12/21/2023	2023-2024	STEILACOOM HISTORICAL SCHOOL DISTRICT DUES FOR 2023-2024	0	385.00	385.00

34 Computer Check(s) For a Total of 410,785.14

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	34	Computer	Checks For a Total of	410,785.14
Total For	34	Manual, Wire Tran, ACH & Computer Checks		410,785.14
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	410,785.14

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $22,264.99. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133949 through 133949, totaling $22,264.99

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133949	**BMO FINANCIAL GROUP**	**12/21/2023**		**CREDIT CARD PAYMENT CHECK**			**22,264.99**
	BMO FINANCIAL GROUP		GFC122300007	Credit Card Payment AP Invoice.	0	2,103.75	
	BMO FINANCIAL GROUP		GFC122300012	Credit Card Payment AP Invoice.	0	3,192.17	
	CAROLINA BIOLOGICAL SUPPLY CO		GFC122300022	Credit Card Payment AP Invoice.	0	122.71	
	COSTCO BUSINESS CENTER - PCARD		GFC122300030	Credit Card Payment AP Invoice.	0	699.30	
	DEMCO INC		GFC122300040	Credit Card Payment AP Invoice.	0	246.83	
	FCCLA		GFC122300011	Credit Card Payment AP Invoice.	0	300.00	
	FILTERBUY, INC		GFC122300001	Credit Card Payment AP Invoice.	102324009	1,282.83	
	FILTERBUY, INC		GFC122300002	Credit Card Payment AP Invoice.	102324009	251.02	
	FILTERBUY, INC		GFC122300003	Credit Card Payment AP Invoice.	102324009	366.09	
	FILTERBUY, INC		GFC122300004	Credit Card Payment AP Invoice.	102324009	1,026.53	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	FILTERBUY, INC		GFC122300005	Credit Card Payment AP Invoice.	102324009	1,079.24	
	FILTERBUY, INC		GFC122300006	Credit Card Payment AP Invoice.	102324009	810.69	
	GOPHER SPORT		GFC122300025	Credit Card Payment AP Invoice.	0	654.25	
	JW PEPPER & SON INC		GFC122300042	Credit Card Payment AP Invoice.	0	416.64	
	KCDA		GFC122300043	Credit Card Payment AP Invoice.	0	41.57	
	LAKESHORE LEARNING MATERIALS		GFC122300008	Credit Card Payment AP Invoice.	0	61.60	
	MARRIOTT - PCARD		GFC122300046	Credit Card Payment AP Invoice.	272324051	945.40	
	MARRIOTT - PCARD		GFC122300047	Credit Card Payment AP Invoice.	272324051	970.40	
	MICHAELS - PCARD		GFC122300009	Credit Card Payment AP Invoice.	0	279.51	
	ODP SOLUTIONS, LLC		GFC122300024	Credit Card Payment AP Invoice.	0	253.17	
	PEARSON EDUCATION INC.		GFC122300020	Credit Card Payment AP Invoice.	0	479.77	
	PIERCE COUNTY FERRY		GFC122300000	Credit Card Payment AP Invoice.	0	1,701.90	
	PIERCE COUNTY FERRY		GFC122300023	Credit Card Payment AP Invoice.	4312324007	154.00	
	PIERCE COUNTY FERRY		GFC122300026	Credit Card Payment AP Invoice.	4312324007	154.00	
	PIERCE COUNTY FERRY		GFC122300027	Credit Card Payment AP Invoice.	4312324007	154.00	
	PIERCE COUNTY FERRY		GFC122300044	Credit Card Payment AP Invoice.	2372324005	99.36	
	PIERCE COUNTY FERRY		GFC122300045	Credit Card	2372324005	154.00	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	PLANK ROAD PUBLISHING, INC.		GFC122300028	Payment AP Invoice. Credit Card	0	142.30	
	SAFEWAY, INC		GFC122300010	Payment AP Invoice. Credit Card	142324003	86.23	
	SAFEWAY, INC		GFC122300013	Payment AP Invoice. Credit Card	0	70.72	
	SAFEWAY, INC		GFC122300014	Payment AP Invoice. Credit Card	142324003	465.38	
	SAFEWAY, INC		GFC122300015	Payment AP Invoice. Credit Card	142324003	16.33	
	SAFEWAY, INC		GFC122300016	Payment AP Invoice. Credit Card	142324003	242.03	
	SAFEWAY, INC		GFC122300017	Payment AP Invoice. Credit Card	142324003	64.24	
	SAFEWAY, INC		GFC122300018	Payment AP Invoice. Credit Card	142324003	220.32	
	SAFEWAY, INC		GFC122300019	Payment AP Invoice. Credit Card	142324003	211.08	
	SAFEWAY, INC		GFC122300029	Payment AP Invoice. Credit Card	142324003	161.87	
	SCREENCASTIFY, LLC		GFC122300031	Payment AP Invoice. Credit Card	0	84.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300032	Payment AP Invoice. Credit Card	182324008	325.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300033	Payment AP Invoice. Credit Card	182324008	325.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300034	Payment AP Invoice. Credit Card	182324008	175.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300035	Payment AP Invoice. Credit Card	182324008	200.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300036	Payment AP Invoice. Credit Card	182324008	275.00	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	WA SCHOOL COUNSELOR ASSN		GFC122300037	Invoice. Credit Card Payment AP Invoice.	182324008	200.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300038	Invoice. Credit Card Payment AP Invoice.	182324008	200.00	
	WA SCHOOL COUNSELOR ASSN		GFC122300039	Invoice. Credit Card Payment AP Invoice.	182324008	325.00	
	WALMART - PCARD		GFC122300041	Invoice. Credit Card Payment AP Invoice.	0	326.12	
	WESTERN PSYCHOLOGICAL SERVICES		GFC122300021	Invoice. Credit Card Payment AP Invoice.	0	148.64	
				1 Computer Check(s) For a Total of			22,264.99

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	22,264.99
Total For	1	Manual, Wire Tran, ACH & Computer Checks		22,264.99
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	22,264.99

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $2,282.15. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133950 through 133950, totaling $2,282.15

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133950	TRANE U.S. INC.	12/21/2023	15378125	OPEN PURCHASE ORDER 2023-2024 for HVAC Supplies	102324007	2,282.15	2,282.15

1 Computer Check(s) For a Total of 2,282.15

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	2,282.15
Total For	1	Manual, Wire Tran, ACH & Computer Checks		2,282.15
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,282.15

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $127,468.71. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133951 through 133951, totaling $127,468.71

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133951	SODEXO INC & AFFILIATES	12/21/2023	1002425423	FOOD SERVICE MANAGEMENT: FIRST SEMESTER FY 2023-2024	82324011	127,468.71	127,468.71
				1 Computer Check(s) For a Total of			127,468.71

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	127,468.71
Total For	1	Manual, Wire Tran, ACH & Computer Checks		127,468.71
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	127,468.71

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $459.42. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133952 through 133952, totaling $459.42

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133952	STEILACOOM HIST SCHOOL DIST #1	01/10/2024	CTAX11 20240103AAA	Comp Tax owed for Cash Account 11 through 12/31/2023	0	459.42	459.42
				1 Computer Check(s) For a Total of			459.42

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	459.42
Total For	1	Manual, Wire Tran, ACH & Computer Checks		459.42
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	459.42

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $195,460.09. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133953 through 133997, totaling $195,460.09

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133953	AMAZON.COM SALES, INC	01/10/2024	13RP-R6LX-9967	CTE: M Mattes Textile supply purchase	142324008	40.56	886.16
			144C-K7DL-7KL9	SALTARS PT PRINCIPAL SUPPLIES	0	73.66	
			16JX-HTXW-7HRG	CTE: MATTES SUPPLIES	0	50.40	
			17KC-V4RP-4QHV	SALTARS POINT TEACHING SUPPLIES	0	26.10	
			1F4L-9CFL-96HQ	T & L SUPPLIES	0	265.80	
			1FPD-46QR-6QTX	HR OFFICE SUPPLIES	0	269.10	
			1G4Y-NQL9-6QFL	CTE LABELS	0	30.80	
			1KKV-XYXD-D4CJ	CD: Open purchase order for 1st quarter of 23/24 school year.	1462324003	43.13	
			1NMK-R3M7-7TTY	CD: Open purchase order for 1st quarter of 23/24 school year.	1462324003	86.61	
133954	ANDERSON ISLAND GENERAL STORE	01/10/2024	1652217	ANDERSON ISLAND ELEMENTARY SCHOOL TRANSPORTATION DIESEL FUEL SUPPLY Q4 2023-24	82324027	249.56	249.56
133955	ARCHIVESOCIAL, INC	01/10/2024	AS30210	ArchiveSocial Annual Subscription	282324007	7,913.99	7,913.99
133956	ARTHUR J GALLAGHER RISK MGMT S	01/10/2024	4955389	2024-25 PUBLIC OFFICIALS BOND:	0	175.00	175.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133957	BORDERLAN SECURITY	01/10/2024	14625	SHAWN LEWIS LINEWIZE SCHOOL MANAGER CLOUD WEB FILTER AND PHYSICAL WEB FILTER APPLIANCE 1 YEAR RENEWAL	272324045	15,937.53	15,937.53
133958	BRIGHAM YOUNG UNIVERSITY	01/10/2024	DCE-00015678	BYU OPEN PO FOR 23-24 SHS INVOICING (ORIGINAL CREDIT AND CREDIT RECOVERY)	272324025	640.00	640.00
133959	BUILDER'S HARDWARE & SUPPLY	01/10/2024	S3852046.001	OPEN PURCHASE ORDER 2023-2024 for HARDWARE SUPPLIES	102324003	153.79	153.79
133960	CAPITAL BUSINESS MACHINES INC	01/10/2024	INV187602	SHSD ADMIN BLDG 511 COPIER SERVICES	0	232.72	2,538.52
			INV187603	CHERRYDALE PRIMARY SCHOOL COPIER SERVICES	0	388.96	
			INV187604	PIONEER MIDDLE SCHOOL COPIER SERVICES	0	500.66	
			INV187605	STEILACOOM HIGH SCHOOL COPIER SERVICES	0	476.14	
			INV187606	SALTARS POINT ELEMENTARY SCHOOL COPIER SERVICES	0	354.49	
			INV187607	CHLOE CLARK ELEMENTARY SCHOOL COPIER SERVICES	0	468.34	
			INV187608	SHSD ADMIN BLDG 510 COPIER SERVICES	0	8.91	
			INV187609	SHSD MAINTENANCE MOD BLDG COPIER SERVICES	0	13.47	
			INV187610	ANDERSON ISLAND ELEMENTARY SCHOOL COPIER SERVICES	0	94.83	
133961	CARDCONNECT LLC	01/10/2024	REMI1688861	CREDIT CARD SERVICES: FIRST SEMESTER FY 2023-2024	82324017	2,551.86	2,551.86
133962	CENTURYLINK #300493944	01/10/2024	300493944_01.2.23	DISTRICTWIDE PHONE SERVICES:	0	244.01	244.01

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133963	CENTURYLINK #78245209	01/10/2024	668730455	ACCT 300493944 DISTRICTWIDE PHONE SERVICES: ACCT 78245209	0	4.15	4.15
133964	CENTURYLINK #206-Z25-0055-467B	01/10/2024	Z25-0055-467_12.25.2	DISTRICTWIDE PHONE SERVICES: ACCT 206-Z25-0055-467	0	1,511.81	1,511.81
133965	CITY OF TACOMA - TACOMA PUBLIC	01/10/2024	100683154_12.13.23	SHS READER BOARD ELECTRIC UTILITIES	0	35.91	35.91
133966	CITY OF DUPONT	01/10/2024	000419-000_12.31.23	CHLOE CLARK ELEMENTARY STORMWATER UTILITIES	0	979.70	6,825.33
			000420-000_12.31.23	CHLOE CLARK ELEMENTARY WATER UTILITIES	0	222.95	
			000421-000_12.31.23	CHLOE CLARK ELEMENTARY WATER UTILITIES	0	912.56	
			000422-000_12.31.213	CHLOE CLARK ELEMENTARY FIRELINE WATER UTILITIES	0	61.49	
			103176-000_12.31.23	PIONEER MIDDLE SCHOOL STORMWATER UTILITIES	0	3,755.53	
			103176-001_12.31.23	PIONEER MIDDLE SCHOOL WATER UTILITIES	0	62.71	
			103176-002_12.31.23	PIONEER MIDDLE SCHOOL IRRIGATION WATER UTILITIES	0	355.78	
			103176-003_12.31.23	PIONEER MIDDLE SCHOOL WATER UTILITIES	0	474.61	
133967	COMCAST	01/10/2024	188499211	SHSD COMMUNICATION SERVICES	0	8,274.76	8,274.76
133968	CONSOLIDATED ELECTRICAL DISTRI	01/10/2024	8541-1059151	OPEN PURCHASE ORDER 2023-2024 for ELECTRICAL/LIGHTS SUPPLIES	102324005	253.69	295.71
			8541-1060756	OPEN PURCHASE ORDER 2023-2024 for ELECTRICAL/LIGHTS SUPPLIES	102324005	42.02	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133969	ESD 113	01/10/2024	6402400042	SKYWARD WESPAC OR QMLATIV LICENSING/HOSTING & TRAINING/SUPPORT SERVICES BY CRISC FY 2023-24	82324031	14,622.83	44,118.49
			6402400094	SKYWARD WESPAC OR QMLATIV LICENSING/HOSTING & TRAINING/SUPPORT SERVICES BY CRISC FY 2023-24	82324031	14,622.83	
			6402400146	SKYWARD WESPAC OR QMLATIV LICENSING/HOSTING & TRAINING/SUPPORT SERVICES BY CRISC FY 2023-24	82324031	14,622.83	
			7422400294	Fingerprinting	182324007	250.00	
133970	FIRST-CITIZENS BANK & TRUST CO	01/10/2024	43867450	QUARTERLY COPIER LEASE JAN - APR 2023-24	82324032	7,537.80	7,537.80
133971	GRADUATION ALLIANCE, INC.	01/10/2024	GA69229	GRAD ALLIANCE INVOICES FOR THE 23-24 SCHOOL YEAR	272324037	1,777.24	1,777.24
133972	HAROLD LEMAY ENTERPRISES	01/10/2024	17736707S180	MAINTENANCE BLDG LOC 18251-001	0	216.05	7,557.87
			17739602S180	CHERRYDALE PRIMARY SCHOOL LOC 18251-003	0	541.77	
			17739603S180	DISTRICT ADMIN BLDG 510 LOC18251-004	0	216.05	
			17739605S180	PIONEER MIDDLE SCHOOL LOC 18251-007	0	917.20	
			17739606S180	STEILACOOM HIGH SCHOOL LOC 18251-008	0	1,986.52	
			17739607S180	STEILACOOM HIGH SCHOOL LOC 18251-009	0	631.54	
			17739608S180	CHERRYDALE PRIMARY SCHOOL LOC 18251-010	0	245.09	
			17739609S180	DISTRICT ADMIN BLDG 510 LOC	0	141.39	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				18251-011			
			17739610S180	SALTARS POINT ELEMENTARY SCHOOL LOC 18251-013	0	1,000.38	
			17739611S180	SALTARS POINT ELEMENTARY SCHOOL LOC 18251-014	0	141.39	
			17739612S180	CHLOE CLARK ELEMENTARY SCHOOL LOC 18251-015	0	1,123.50	
			17739613S180	CHLOE CLARK ELEMENTARY SCHOOL LOC 18251-016	0	255.60	
			17739614S180	MAINTENANCE BLDG LOC 18251-019	0	141.39	
133973	ISLAND PROPANE INC	01/10/2024	235992	ANDERSON ISLAND ELEMENTARY SCHOOL PROPANE BOTTLE SUPPLY	0	527.82	527.82
133974	KCDA	01/10/2024	300759994	KCDA- COPY PAPER SUPPLY FOR 2023-24 SCHOOL YEAR	2372324004	1,012.96	1,012.96
133975	LEMAY MOBILE SHREDDING	01/10/2024	4822492S185	SALTARS POINT ELEMENTARY SCHOOL LOC 814398	0	88.00	294.00
			4822493S185	DISTRICT ADMIN BLDG 511 LOC 814400-001	0	60.00	
			4822496S185	STEILACOOM HIGH SCHOOL LOC 814426	0	83.00	
			4823408S185	CHLOE CLARK ELEMENTARY SCHOOL LOC 961556	0	63.00	
133976	MAXIM HEALTHCARE STAFFING SERV	01/10/2024	E11731340294	Psychologist Michael Austin	92324001	3,430.00	6,860.00
			S118542310294	Psychologist Michael Austin	92324001	3,430.00	
133977	MCCLATCHY COMPANY LLC	01/10/2024	229856	TACOMA NEWS TRIBUNE ADVERTISING FEES FY 2023-2024	82324019	278.08	278.08
133978	O'REILLY AUTO PARTS	01/10/2024	3626-458182	OPEN PURCHASE ORDER 2023-2024 for FLEET VEHICLE SUPPLIES	102324020	122.17	122.17
133979	ODP SOLUTIONS, LLC	01/10/2024	345562119001	WORKROOM COPY PAPER AND SUPPLIES	82324030	206.44	230.62
			345562120001	WORKROOM COPY	82324030	24.18	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PAPER AND SUPPLIES			
133980	PETROCARD, INC.	01/10/2024	C357372	MOBILE FLEET FUEL SUPPLY: FIRST SEMESTER FY 2023-2024	82324012	20,919.98	20,919.98
133981	PIERCE COUNTY REFUSE	01/10/2024	17744164S180	ANDERSON ISLAND ELEMENTARY SCHOOL GARBAGE DISPOSAL SERVICES LOC 18251-017	0	185.25	211.56
			17744165S180	ANDERSON ISLAND ELEMENTARY SCHOOL RECYCLING SERVICES LOC 18251-018	0	26.31	
133982	PIERCE COUNTY SEWER	01/10/2024	1354221_1.1.24	PIONEER MIDDLE SCHOOL SCHOOL SEWER DEC 2023 CHARGES	0	231.63	457.95
			858625_1.1.24	CHLOE CLARK ELEMENTARY SCHOOL SEWER DEC 2023 CHARGES	0	226.32	
133983	PROCARE THERAPY	01/10/2024	20837872	1:1 Student Support Cassie Barlow	92324004	2,639.52	5,339.52
			20844932	1:1 Student Support Cassie Barlow	92324004	2,700.00	
133984	PUGET SOUND ENERGY	01/10/2024	200002143960_1.4.23	PIONEER MIDDLE SCHOOL UTILITIES	0	15,073.62	29,306.55
			200008146082_1.2.24	DISTRICT BLDG 511 NATURAL GAS UTILITIES	0	363.25	
			200018787412_1.2.24	STEILACOOM HIGH SCHOOL NATURAL GAS UTILITIES	0	4,150.54	
			200023874882_1.2.24	CHLOE CLARK ELEMENTARY SCHOOL ELECTRIC UTILITIES	0	9,470.18	
			220005466069_1.2.24	DSITRICT BLDG 510 NATURAL GAS UTILITIES	0	248.96	
133985	REFRIGERATION SUPPLIES DISTRIB	01/10/2024	26336871-00	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324035	30.71	140.96
			26336960-00	OPEN PURCHASE ORDER 2023-2024	102324035	80.42	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				for SUPPLIES			
			26339241-01	OPEN PURCHASE ORDER 2023-2024 for SUPPLIES	102324035	29.83	
133986	SARCO SUPPLY	01/10/2024	1152924	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	4.26	179.58
			1153250	PIO OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324047	175.32	
133987	TAGS AWARDS AND SPECIALTIES	01/10/2024	226060	BOARD DIRECTOR NAME TAG	0	20.92	20.92
133988	TANNER ELECTRIC	01/10/2024	72131000_1.1.24	ANDERSON ISLAND ELEMENTARY SCHOOL ELECTRIC UTILITIES	0	882.47	882.47
133989	TED BROWN MUSIC CO	01/10/2024	5221793	Instrument Repairs from Ted Brown	4312324005	183.65	1,469.20
			5288200	Instrument Repairs from Ted Brown	4312324005	107.80	
			5289706	Instrument Repairs from Ted Brown	4312324005	513.87	
			5289950	Instrument Repairs from Ted Brown	4312324005	168.96	
			5290551	Instrument Repairs from Ted Brown	4312324005	382.97	
			5292266	Instrument Repairs from Ted Brown	4312324005	111.95	
133990	TOWN OF STEILACOOM	01/10/2024	10777.0_12.20.23	MAINTENANCE MOD BLDG WATER & ELECTRIC UTILITIES	0	373.41	9,329.29
			1199.1_12.20.23	ADMIN BUILDING 511 WATER & ELECTRIC UTILITIES	0	1,315.12	
			1884.0_12.20.23	ADMIN BUILDING 510 WATER & ELECTRIC UTILITIES	0	625.01	
			2075.0_12.20.23	SALTARS POINT ELEMENTARY SCHOOL	0	356.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				MOD ELECTRIC UTILITIES			
			2456.0_12.20.23	MAINTENANCE BUILDING SEWER UTILITIES	0	11.81	
			2456.1_12.20.23	MAINTENANCE BUILDING WATER & ELECTRIC UTILITIES	0	835.59	
			2662.0_12.20.23	SALTARS POINT ELEMENTARY SCHOOL WATER UTILITIES	0	1,046.30	
			2662.1_12.20.23	SALTARS POINT ELEMENTARY SCHOOL ELECTRIC UTILITIES	0	4,029.74	
			6571.0_12.20.23	ADMIN BLDG 511 PDC ELECTRIC UTILITIES	0	381.76	
			9157.0_12.20.23	SALTARS POINT ELEMENTARY SCHOOL MOD WATER UTILITIES	0	354.55	
133991	VEBBER, MICHAEL	01/10/2024	1384	STEILACOOM HIGH SCHOOL CHOIR ACCOMPANIMENT SERVICES	0	1,900.00	1,900.00
133992	VERIZON WIRELESS	01/10/2024	9952106786	DISTRICTWIDE COMMUNICATION SERVICES	0	682.60	682.60
133993	WATLINGTON, ERIN MAUREEN	01/10/2024	2320012	Athletic Trainer Services (Sept 2023- Dec 2023)	182324006	998.75	998.75
133994	WEX BANK	01/10/2024	93847455	MOTOR VEHICLE FUEL SUPPLY: FIRST SEMESTER FY 2023-2024	82324014	2,630.40	2,630.40
133995	WILLIAMS, LORIANN	01/10/2024	reim_12.6.23_$65.57	STEILACOOM HIGH SCHOOL GIMKIT SUBSCRIPTION PURCHASE REIMBURSEMENT	0	65.57	65.57
133996	WSIPC	01/10/2024	1002301220	WSIPC NEW Student Online Enrollment	182324002	319.65	319.65
133997	YORK, MELEESA MICHELLE WATKIN	01/10/2024	reim_12.13.23_$2050	NBCT REIMBURSEMENT PER SEA	0	2,050.00	2,050.00

45 Computer Check(s) For a Total of 195,460.09

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	45	Computer	Checks For a Total of	195,460.09
Total For	45	Manual, Wire Tran, ACH & Computer Checks		195,460.09
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	195,460.09

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $4,600.08. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 133998 through 134001, totaling $4,600.08

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
133998	G12 COMMUNICATIONS, LLC	01/10/2024	130114	QUARTERLY SERVICE CHARGES (JAN -APR) FY 2023-24	82324034	742.43	742.43
133999	GARZA, TRACY L	01/10/2024	reim_trvl_12.22.23	TRAVEL & MILEAGE EXPENSE REIMBURSEMENT FOR DODEA CONFERENCE	0	257.11	257.11
134000	SARCO SUPPLY	01/10/2024	1153524	SP OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324057	152.35	349.14
			1153525	SHS OPEN PURCHASE ORDER 2023-2024 for CUSTODIAL SUPPLIES	102324058	196.79	
134001	SCHINDLER ELEVATOR CORPORATION	01/10/2024	91702554510	OPEN PURCHASE ORDER 2023-2024 for ELEVATOR MAINTENANCE SERVICE @ SHS and PIO	102324056	3,251.40	3,251.40

4 Computer Check(s) For a Total of 4,600.08

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	4,600.08
Total For	4	Manual, Wire Tran, ACH & Computer Checks		4,600.08
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,600.08

CAPITAL PROJECTS FUND

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $22,341.63. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200559 through 200560, totaling $22,341.63

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200559	BARGREEN ELLINGSON	12/21/2023	10544944IN	PIONEER MIDDLE SCHOOL WALK IN FREEZER PROJECT RETAINAGE	2002324003	4,846.83	4,846.83
200560	LONG BUILDING TECHNOLOGIES INC	12/21/2023	JC153513	RETAINAGE for COMPLETED PROJECT: District Wide HVAC Controls Upgrade - WSIPC Contract #18-05	2002324002	17,494.80	17,494.80

2 Computer Check(s) For a Total of 22,341.63

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	22,341.63
Total For	2	Manual, Wire Tran, ACH & Computer Checks		22,341.63
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	22,341.63

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $30,280.68. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200561 through 200561, totaling $30,280.68

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200561	PEASE & SONS, INC.	01/10/2024	8049-12	MAINTENANCE FACILITY IMPROVEMENTS PAY APPLICATION 12	2002324005	30,280.68	30,280.68
				1 Computer Check(s) For a Total of			30,280.68

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	30,280.68
Total For	1	Manual, Wire Tran, ACH & Computer Checks		30,280.68
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	30,280.68

ASSOCIATED STUDENT BODY FUND

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $378.67. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405313 through 405313, totaling $378.67

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405313	AMAZON.COM SALES, INC	12/18/2023	13DW-CT7R-C9TT	PMS ASB FAST PITCH	0	191.61	378.67
			1LM7-76X9-9RVP	PMS ASB STUDENT STORE	0	4.94	
			1RNY-HCXR-9X6Q	PMS ASB STUDENT STORE	0	182.12	

1 Computer Check(s) For a Total of 378.67

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	378.67
Total For	1	Manual, Wire Tran, ACH & Computer Checks		378.67
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	378.67

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $18,541.09. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405314 through 405327, totaling $18,541.09

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405314	AREA 8 DECA C/O ANGELA ELAM	12/19/2023	120002 1	STEILACOOM HIGH SCHOOL REGISTRATION FEE	0	245.00	245.00
405315	BSN SPORTS, LLC	12/19/2023	924073511	STEILACOOM HIGH SCHOOL GIRLS SOCCER NIKE REVERSE PINNIES	0	267.00	267.00
405316	COMPOUND SPORTSWEAR, LLC	12/19/2023	6449	STEILACOOM HIGH SCHOOL: 2016 Wrestling uniform purchase	4062324009	2,392.00	2,392.00
405317	EASTMAN, KATHLEEN A	12/19/2023	reim_12.11.23_$79.25	STEILACOOM HIGH SCHOOL BOYS SWIMSUIT PURCHASE REIMBURSEMENT	0	79.25	79.25
405318	FARMRAISER LLC	12/19/2023	11.15.2023_$2263.40	PIONEER MIDDLE SCHOOL: 4002 Farmraiser 2,263.40 PO	4052324004	2,263.40	2,263.40
405319	LINCOLN HIGH SCHOOL	12/19/2023	2023.11.27	STEILACOOM HIGH SCHOOL JROTC MILITARY BALL TECKETS AND FUNDRAISING TO DERFRAY COSTS	0	800.00	800.00
405320	MERIDIAN SCHOOL DISTRICT	12/19/2023	SHS12052023	STEILACOOM HIGH SCHOOL BOYS BASKETBALL TOURNAMENT ENTRY FEE FOR TROJAN STORM CLASSIC	0	500.00	500.00
405321	MINES, MICHAEL L	12/19/2023	10.24.2023_$250.00	PIONEER MIDDLE SCHOOL BAND	0	250.00	250.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				CLINIC SERVICE FEE			
405322	PUYALLUP HIGH SCHOOL	12/19/2023	12.01.2023_$350.00	STEILACOOM HIGH SCHOOL WRESTLING ENTRY FEE FOR WILFONG CLASSIC 2023	0	350.00	350.00
405323	STEILACOOM HIST SCHOOL DIST #1	12/19/2023	SHSASB2GF_$9140.87	STEILACOOM HIGH SCHOOL ASB TO REIMBURSE GF FOR ATHLETICS TRANSPORTATION	0	9,140.87	9,140.87
405324	TUMWATER HIGH SCHOOL	12/19/2023	12.16.23_$500.00	STEILACOOM HIGH SCHOOLWRESTLING ENTRY FEE FOR PAT ALEXANDER INVITATIONAL	0	500.00	500.00
405325	WASHINGTON HIGH SCHOOL	12/19/2023	11.19.23_$325.00	STEILACOOM HIGH SCHOOL WRESTLING ENTRY FEE FOR PATRIOT DOME KICK OFF CLASSIC @ WASHINGTON HIGH SCHOOL	0	325.00	325.00
405326	WEBSTER, LINDSAY BROOKE	12/19/2023	reim_12.11.23_296.86	STEILACOOM HIGH SCHOOL YEARBOOK PARTY PACK PURCHASE REIMBURSEMENT	0	296.86	496.02
			reim_12.7.23_$199.16	STEILACOOM HIGH SCHOOL YEARBOOK SNACKS PURCHASE REIMBURSEMENT	0	199.16	
405327	WINNING SEASONS	12/19/2023	D2023696	STEILACOOM HIGH SCHOOL GOLF TEAM JACKET, POLOS, AND HATS	0	932.55	932.55

14 Computer Check(s) For a Total of 18,541.09

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	14	Computer	Checks For a Total of	18,541.09
Total For	14	Manual, Wire Tran, ACH & Computer Checks		18,541.09
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	18,541.09

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

As of January 17, 2023, the board, by a _____ vote, approves payments, totaling $1,124.20. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405328 through 405328, totaling $1,124.20

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405328	BELIEVE KIDS FUNDRAISING	12/19/2023	10.24.23_$1124.20	STEILACOOM HIGH SCHOOL: 4050 JROTC fundraiser expenses	4062324020	1,124.20	1,124.20
				1 Computer Check(s) For a Total of			1,124.20

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,124.20
Total For	1	Manual, Wire Tran, ACH & Computer Checks		1,124.20
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,124.20

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $27,494.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405329 through 405329, totaling $27,494.28

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405329	**BMO FINANCIAL GROUP**	**12/21/2023**		**CREDIT CARD PAYMENT CHECK**			**27,494.28**
	BMO FINANCIAL GROUP		ASBC122300000	Credit Card Payment AP Invoice.	0	2,046.17	
	COSTCO BUSINESS CENTER - PCARD		ASBC122300006	Credit Card Payment AP Invoice.	0	321.61	
	JIFFYSHIRTS.COM(US), L.P.		ASBC122300002	Credit Card Payment AP Invoice.	0	149.90	
	JOSTENS INC		ASBC122300009	Credit Card Payment AP Invoice.	0	68.99	
	JW PEPPER & SON INC		ASBC122300011	Credit Card Payment AP Invoice.	0	248.83	
	L.O.S. EMBROIDERY		ASBC122300008	Credit Card Payment AP Invoice.	0	495.45	
	SAFEWAY, INC		ASBC122300001	Credit Card Payment AP Invoice.	0	135.18	
	SOCCER.COM		ASBC122300012	Credit Card Payment AP Invoice.	0	220.49	
	STEILACOOM HIST SCHOOL DIST #1		ASBC122300005	Credit Card Payment AP Invoice.	0	158.00	
	SWIMOUTLET.COM		ASBC122300004	Credit Card Payment AP Invoice.	0	1,364.61	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	SWIMOUTLET.COM		ASBC122300007	Credit Card Payment AP Invoice.	0	389.25	
	TED BROWN MUSIC CO		ASBC122300010	Credit Card Payment AP Invoice.	0	151.11	
	UNIVERSAL CHEERLEADERS ASSN		ASBC122300014	Credit Card Payment AP Invoice.	0	-100.00	
	VARSITY SPIRIT FASHIONS & SUPP		ASBC122300015	Credit Card Payment AP Invoice.	4062324021	20,536.00	
	WALMART - PCARD		ASBC122300003	Credit Card Payment AP Invoice.	0	268.69	
	WMEA		ASBC122300013	Credit Card Payment AP Invoice.	0	1,040.00	
				1 Computer Check(s) For a Total of			27,494.28

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	27,494.28
Total For	1	Manual, Wire Tran, ACH & Computer Checks		27,494.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	27,494.28

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $425.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405330 through 405330, totaling $425.69

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405330	STEILACOOM HIST SCHOOL DIST #1	01/10/2024	CTAX41 20240103AAA	Comp Tax owed for Cash Account 41 through 12/31/2023	0	425.69	425.69
				1 Computer Check(s) For a Total of			425.69

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	425.69
Total For	1	Manual, Wire Tran, ACH & Computer Checks		425.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	425.69

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

As of January 17, 2024, the board, by a _____ vote, approves payments, totaling $23,433.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405331 through 405337, totaling $23,433.46

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405331	AMAZON.COM SALES, INC	01/10/2024	1K1J-KP9G-6WVQ	PIO MS STUDENT STORE	0	5.48	5.48
405332	BSN SPORTS, LLC	01/10/2024	924272589	STEILACOOM HIGH SCHOOL TRACK EQUIPMENT	0	698.69	698.69
405333	EASTMAN, KATHLEEN A	01/10/2024	reim_12.19.23_$386.0	STEILACOOM HIGH SCHOOL WINTER WISH GIFTS PURCHASE REIMBURSEMENT	0	386.08	542.65
			reim_2.21.23_$156.57	STEILACOOM HIGH SCHOOL GEN ASB WINTER WISH GIFTS PURCHASE REIMBURSEMENT	0	156.57	
405334	ERIN OLIVER LLC	01/10/2024	0110	PIONEER MIDDLE SCHOOL DECEMBER 2023 ACCOMPANIMENT SERVICES	0	607.50	607.50
405335	PACIFIC PUBLISHING COMPANY INC	01/10/2024	23-886	STEILACOOM HIGH SCHOOL PRINTING FEES FOR DECEMBER ISSUE OF THE SENTINEL SOUND	0	769.67	769.67
405336	STEILACOOM HIST SCHOOL DIST #1	01/10/2024	CCASB2GF_$1227.49	CHLOE CLARK ELEMENTARY SCHOOL ASB TO REIMBURSE GF FOR 1ST & 3RD GRADE NOVEMBER FIELD TRIPS	0	1,227.49	9,759.47
			PIOASB2GF$1965.44	PIONEER ASB TO REIMBURSE GF FOR	0	1,965.44	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ATHLETICS AND BAND MOPOP FIELD TRIPS			
			SHSASB2GF_$6566.54	STEILACOOM HIGH SCHOOL ASB TO REIMBURSE GF FOR ATHLETIC BUS TRIPS NOVEMBER 2023	0	6,566.54	
405337	WASHINGTON OFFICIALS ASSN	01/10/2024	10702	STEILACOOM HIGH SCHOOL: 2000 Athletics WA officials' purchase	4062324027	11,050.00	11,050.00
			7	Computer Check(s) For a Total of			23,433.46

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	7	Computer	Checks For a Total of	23,433.46
Total For	7	Manual, Wire Tran, ACH & Computer Checks		23,433.46
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	23,433.46

Regular Meeting Minutes
Pioneer Middle School · 1750 Bob's Hollow Lane · DuPont, WA
December 20, 2023

I. CALL TO ORDER

Chair Scott called the meeting to order at 6:00 p.m.
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
Director McDonald made a motion to excuse Director Rohrer, Director Tinsley seconded the motion, and the motion passed (4/0).
Directors Lewis, McDonald, Scott, and Tinsley present.
Chair Scott inquired if any board members had questions about the agenda. No questions.
Director Tinsley made a motion to approve the agenda, Director Lewis seconded the motion, and the motion passed (4/0).

II. PRESENTATIONS

A. Pioneer Middle School Band

Pioneer Middle School Principal JoAnne Fernandes introduced Pioneer Band Director Jenessa Stout, who led the Pioneer Middle School Jazz Band in "Tuxedo Junction" by John Edmondson and "A Sleigh Full of Saxes" by Paul Clark.

Board directors thanked the band, Ms. Stout, and the parents for their commitment to the band program.

B. Community Partner Recognition - Andy Takata

Chair Scott recognized Andy Takata, the City Administrator of DuPont, as an SHSD Champion for Kids. Andy has been an outstanding partner with the district, and has gone above and beyond to ensure the district knows and understands issues that are being considered that may impact students and schools. His leadership has made a huge difference that will have a long-lasting impact on the students who reside in the City of DuPont.

Mr. Takata thanked Dr. Weight and Mr. Lewis, as well as the City of DuPont staff, for their efforts to work and accomplish goals together.

III. COMMENTS FROM THE AUDIENCE

No comments.

IV. **REPORTS**

A. **Steilacoom High School Fall Athletics Recap & Fall Athlete Recognition**

Steilacoom High School Assistant Principal Tracy Garza updated the board on SHS fall sports highlights, including recognition of outstanding student athletes and coaches.
Killian Farooqi was named All-League MVP for boys' tennis. The SHS football team earned 4th in league and had many athletes earn All-League recognition. Boys' golf earned 4th in league and girls' golf earned 5th in league. Jackson Lee was named to 1st Team All-League and will be playing in the state qualifying tournament in May. Emily Medina qualified directly to the state tournament in May. The girls' soccer team earned 4th in league and qualified for the state tournament for the first time since 2015. Jolie Ferrar was named 1st Team All-League. Girls' cross-country placed second and boys' cross-country placed third in districts. Eighteen SHS cross country athletes competed in the state championship, and Caleb Wilcox was named 1st Team All-League. Girls' swim & dive placed 2nd in league, and their 200FR Relay and Nora Agosto-Sungino qualified to compete in the state championships. Aida Armstrong was named to 1st Team All-League.
Looking ahead, the SHS cheer team is headed to the state championship and nationals competition in February.

Board directors thanked Ms. Garza for her dedication to the programs, and congratulated the student athletes for their accomplishments.

B. **Budget Status Report**

Assistant Superintendent Shawn Lewis shared the budget status reports for all funds as of the end of November 2023, along with charts and data showing monthly attendance, general fund balance, and general fund cash balance.

V. **SWEARING IN OF DIRECTOR POSITION 5 Sam Scott**

Superintendent Weight issued the Oath of Office, swearing in Sam Scott to School Board Director Position 5.

VI. **RECESS TO PUBLIC HEARING**

Chair Scott recessed to a Public Hearing at 6:37 p.m.

VII. **PUBLIC HEARING**

A. **Capital Projects Budget Extension Presentation**

Assistant Superintendent Shawn Lewis shared a Capital Projects Budget Extension presentation.

In November 2023, the voters approved the capital projects levy that will allow $6 million to be collected in the 2024 calendar year. Roughly half of that amount will be collected in this fiscal year. As part of the expenditure plan, we anticipate spending the entire $3 million collection during this fiscal year.

The first $2.95 million is being allocated to the following projects: $1.35 million payment toward the outstanding $4 million non-voted debt $800,000 to replace Cherrydale's HVAC $450,000 to replace district HVAC controls $200,000 for instructional technology systems

$150,000 for safety and security items. In addition to these items, one payment is left to be made to the contractors for the Maintenance Facility. This amount was planned to be paid out of last year's budget and it is why our ending fund balance was higher than anticipated. Once they complete all required tasks we will release that payment in this fiscal year. No levy funds are being used for this project.

The budget extension has been reviewed by the ESD and the public hearing has been advertised as required.

B. **Comments from the Audience Regarding Public Hearing**

No comments.

VIII. **RETURN TO REGULAR MEETING**

Chair Scott returned to the Regular Board Meeting at 6:42 p.m.

IX. **CONSENT AGENDA**

Director Lewis made a motion to approve the Consent Agenda, Director Tinsley seconded the motion, and the motion passed (4/0). The Consent Agenda included November and December 2023 Accounts Payable and November 2023 Payroll; November 15, 2023 Regular Board Meeting Minutes; December 6, 2023 Special Board Session Minutes; Personnel Reports including Out of Endorsement Report; Resolution 917-12-20-2023 Cancellation of Municipal Warrants; and Approval of Steilacoom Cheer Boosters Donation.

X. **OLD BUSINESS**

A. **Resolution 918-12-20-23 Capital Projects Budget Extension**

Director McDonald made a motion to approve Resolution 918-12-20-23 Capital Projects Budget Extension, Director Tinsley seconded the motion, and the motion passed (4/0).

B. **Adoption of Board Governance Goals**

Based on a board work session on December 6, 2023, three governance goals were discussed and drafted to address the board's 2023 WSSDA self-assessment results. The goals included commitments to: attend professional development sessions; contribute to professional growth through reading and discussions; and connect with staff, families, and the community by attending district/school-sponsored events and offering community engagement opportunities to stakeholders. Director Tinsley made a motion to approve the board governance goals for 2023-24, Director McDonald seconded the motion, and the motion passed (4/0).

XI. **NEW BUSINESS**

A. **Election of Board Chair**

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

B. **Election of Board Vice Chair**

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

C. **First Reading of Policy 2004 Performance Improvement Goals**

In Dr. Vallieres' absence, Shawn Lewis shared Policy 2004 Performance Improvement Goals. Revisions shift the title of this policy from Accountability Goals to Performance Improvement Goals in order to align with the legal requirements in RCW 28A.655.100 and WAC 180-105-020. The policy also now consistently refers to "federal requirements" in line with the regulations cited.

Director McDonald made a motion to approve Policy 2004 Performance Improvement Goals, Director Lewis seconded the motion, and the motion passed (4/0).

D. **First Reading of Policy 2090 Program Evaluation**

Mr. Lewis shared Policy 2090 Program Evaluation. Revisions include the removal of outdated language linked to former OSPI programs and updated legal references.

Director McDonald made a motion to approve Policy 2090 Program Evaluation, Director Lewis seconded the motion, and the motion passed (4/0).

E. **First Reading of Policy 2190 Highly Capable Programs**

Mr. Lewis shared Policy 2190 High Capable Programs. The policy has been revised to correct misinformation from a previous revision regarding Senate Bill 5072 (2023) that does not require all students to be screened for Highly Capable services. Rather, districts must universally screen only two elementary grade levels. There is also clarification on the language for the requirement for multiple objective criteria and multiple pathways for qualification.

Director McDonald made a motion to approve Policy 2190 High Capable Programs, Director Lewis seconded the motion, and the motion passed (4/0).

F. **First Reading of Policy 5000 Recruitment and Selection of Staff**

Executive Director Susanne Beauchaine proposed revisions to Policy 5000 Recruitment and Selection of Staff, including new headings, which more closely align with the district's values concerning approach to recruitment and selection. Additionally, language related to procedures for the selection of candidates will be revised and relocated to Procedure 5000.

Director Tinsley made a motion to approve Policy 5000 Recruitment and Selection of Staff, Director Lewis seconded the motion, and the motion passed (4/0).

XII. **BOARD COMMUNICATION**

Chair Scott shared the board received communication regarding an after school activity bus route.

XIII. **ANNOUNCEMENTS**

- Director Tinsley shared Saltar's Point hosted their choir and marimba concert at Steilacoom High School earlier this week.
- Director McDonald wished the staff good luck in the remaining school days prior to winter break.
- Chair Scott shared an announcement regarding Taylor Lux, Saltar's Point Elementary School Special Education teacher.

  "Some people are born to work in education and Ms. Taylor Lux is one of these people. In the three years that Taylor has been a part of our Otter Space community, her dedication, compassion, and resiliency have left a lasting impression not only on her students and families but also on the staff at Saltar's Point. Taylor's commitment to her profession is truly commendable. Taylor began her career in education three years ago and despite being newer to the field of Special Education, she has displayed a level of dedication that goes beyond expectations. Her passion for fostering a positive learning environment is evident in every interaction with students, colleagues, and parents. It is hard to remember at times that she is still relatively new to education as her skill-set surpasses what we would assume a new teacher has in their toolbox. What sets Taylor apart is not just her dedication, but also their overwhelming compassion. She approaches her work with a genuine concern for the well-being and growth of each student. Taylor's ability to connect with others on a personal level has created a nurturing and inclusive atmosphere within her classroom and also the greater school community. In addition to her dedication and compassion, Taylor has shown remarkable resilience in the face of managing unexpected student behaviors. The day-to-day demands of working with students that experience unexpected behaviors can be challenging, but Taylor has consistently demonstrated the ability to adapt and overcome obstacles providing a safe space for her students and a sense of calm. Her resilience is something that all can learn from and aspire to. Taylor's unwavering dedication and compassion to our Otter Community has and will continue to have a positive impact on the lives of our students and anyone who is fortunate enough to know and work alongside her. Ms. Lux, you are "otterly" valued and appreciated!"

XIV. **ADJOURNMENT**

Chair Tinsley made a motion to adjourn the meeting at 6:59 p.m., Director McDonald seconded the motion, and the motion passed (4/0).

_____
(Chair)

_____

_____

_____ _____
(Secretary/Superintendent)

_____

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

ADMIN PERSONNEL REPORT - JANUARY 17, 2024

Name	Position	Location	Effective Date	Action
TYRRELL JACOB	PRINCIPAL	HIGH SCHOOL	1/18/2024	INTERIM TO CONTINUING
SULLIVAN GUDRUN	EXECUTIVE DIRECTOR OF STUDENT SERVICES	DISTRICT OFFICE	6/30/2024	RESIGNATION

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - JANUARY 17, 2024

Name	Position	Hours	Location	Effective Date	Action	Comment
LEE SUNMI	PARAPROFESSIONAL	6.50	HIGH SCHOOL	1/26/2024	RESIGNATION	

Steilacoom Historical School District No. 1
Board of Directors' Operating Protocol
Adopted January 17, 2024

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

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

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

PRINCIPLES FOR BOARD-ADMINISTRATION RELATIONS

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

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

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

3. Loyalty and Disagreement

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

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

4. Accountability to Community

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

5. Communication

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

- The Superintendent and the Board will make deliberate attempts to share information and data with all team members. Team members shall utilize the chain of command as outlined by District policy/procedures.
- When an individual Board Director is contacted by a staff or community member, each member has agreed to the following procedures:

  a. Hear out the individual's concern.
  b. Ask if the issue has been discussed with the person immediately responsible.
  c. Express concern about the issue and a desire to assist in resolution, while reinforcing the need to resolve the issue at the immediate local level. If unsuccessful, proceed to the next level(s) of responsibility.

- Only the Superintendent, his/her designee, or a Board-designated representative may contact the District's negotiator, should one be used, on current negotiations. If a Board Director feels a need to talk to District counsel or the negotiator, he or she is to contact the Superintendent who will arrange for all meetings. The Board president may contact the District's legal counsel in reference to the Superintendent's contract.
- It is important to keep the Superintendent and other Board members informed of unusual happenings as quickly as they occur.
- The Superintendent is responsible for communicating official district operational positions to the media. There will also be occasions when the Board president communicates the official District position. Board members may certainly state personal positions; as long as they make it known they are not speaking for the Board or the District.
- The Board will emphasize planning, policy making, and public relations rather than becoming involved in the daily operations of the schools.
- After reviewing the agenda, Board members agree to ask questions when clarification is needed so that the Board meetings can proceed smoothly and efficiently. Board members can also contact the Superintendent to discuss issues prior to the meetings. Members may also request addition of items to the agenda prior to its adoption.

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

Signed this 17th day of January 2024;

_____
Sam Scott, Board Chair

_____
Melanie Tinsley, Board Vice Chair

_____
Kathi Weight, Superintendent

_____
Patrick Lewis, Board Director

_____
Jennifer McDonald, Board Director

_____
Loujanna Rohrer, Board Director

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: January 17, 2024

Strategic Focus Area

☐ Achieve

☒ Support

☐ Connect

☐ Plan

BACKGROUND INFORMATION

Policy 5409 – Unpaid Holidays for Reason of Faith or Conscience

Per Washington state law, each district employee may request up to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. This new policy codifies the process for making this request.

RECOMMENDED ACTION:

I move approval of Policy 5409 – Unpaid Holidays for Reason or Conscience

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

UNPAID HOLIDAYS FOR REASON OF FAITH OR CONSCIENCE

Each district employee may request up to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. In compliance with state law, the Superintendent or designee or the employee's supervisor will grant the request(s) unless he or she determines that the employee's absence would impose an undue hardship on the district or the employee is necessary to maintain public safety.

Employee Request Process
An employee seeking to take unpaid holidays for reasons of faith or conscience will submit a written request to their supervisor a minimum of two weeks prior to the requested days off. The request will include:

- Number of Day(s) or half day(s) that the employee is requesting off;
- A sufficient description of the reason for the time off so that the supervisor can determine whether it involves a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization.
- If the request is made less than two weeks prior to the requested time off, the employee should include the reason that it was not possible to make the request in a timely manner.

District Approval Process
Upon receipt of an employee request for unpaid holidays, the Superintendent or designee, or employee's supervisor, will determine whether:

1. The request was submitted on a timely basis or sufficient justification exists for it not being timely submitted;
2. The employee has already exhausted his/her two unpaid holidays per calendar year as provided by law;
3. The request for unpaid holidays is based on a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. (Note: The time requested need not conform to a specific holiday or event).
4. The employee's absence would impose an undue hardship on the district; or
5. The employee is necessary to maintain public safety.

Undue hardship is defined as action requiring significant difficulty or expense to the district. The supervisor will determine whether a request for unpaid leave constitutes an undue hardship for the district on a case-by-case basis, taking into account specific objective facts and circumstances present at the time of each request.

In determining whether an employee's request for unpaid leave would impose an undue hardship on the district, the following factors will be considered:

1. The number, composition and structure of the staff employed by the district or in the requesting employee's program;
2. The financial resources of the district or the requesting employee's program;
3. The number of employees requesting leave for each day subject to such a request;
4. The financial impact on the district or requesting employee's program resulting from the employee's absence and whether that impact is greater than a de minimus cost to the district or the requesting employee's program;
5. Impact on the district, the requesting employee's program or public safety;
6. Type of operations of the district or the requesting employee's program;
7. Geographic location of the employee or geographic separation of the particular program to the operations of the district;
8. Nature of the requesting employee's work;
9. Deprivation of another employee's job preference or other benefit guaranteed by a collective bargaining agreement;
10. Any other impact on district operations or the requesting employee's program due to the employee's absence.

The request may be denied for any of the following reasons:

1. The request was not based on a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. (Note: The requested time off need not conform to a specific holiday or event).
2. The employee has already exhausted their two unpaid holidays per calendar year (Note: Unpaid holidays are not cumulative from year to year);
3. The employee is necessary to maintain public safety;
4. Granting the request would impose an undue hardship, as defined above, on the district.

A written response will be provided to the employee within five (5) business days, if feasible, approving or denying the request. If the request is denied, the response will state the reason(s) therefor.

Approval of unpaid holiday time does not constitute approval for an employee to take compensated or other types of leave in conjunction with that time. An employee must seek separate approval for compensated and other types of personnel leave consistent with applicable district policies and procedures.

Cross References:
5400 - Personnel Leaves
5401 - Sick Leave
5403 - Emergency and Discretionary Leaves
5404 - Family, Medical, and Maternity Leave
5406 - Leave Sharing

5407 - Military Leave
5408 - Jury Duty and Subpoena Leave
5410 - Holidays
5411 - Staff Vacations

Legal References:

RCW 1.16.050 - Legal holidays and legislatively recognized days
RCW 43.41 - Office of Financial Management
WAC 82-56-010 - Purpose
WAC 82-56-020 - Definition of Undue Hardship
WAC 82-56-030 - Application of definition of undue hardship to request

Adoption Date:
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: January 17, 2024

Strategic Focus Area

☒ Achieve

☒ Support

☒ Connect

☒ Plan

BACKGROUND INFORMATION

In December, the Governor proposed a supplemental budget for the 2023-25 biennium that begins the state process for amending their budget – and setting school district funding parameters for the 2024-25 school year.

The presentation tonight is intended to provide the board with initial information regarding enrollment, expenditure, and revenue projections for the 2024-25 school year, along with a broad timeline for budget adoption.

In summary, we expect that some cost reduction steps will be necessary in the 2024-25 school year in order to rebuild the cash balances in the General Fund, generally consistent with the four-year outlook (F-195F) adopted by the board last summer.

The information provided in this meeting is preliminary and will likely be changed by legislative action. The district should have final state budget impacts in March and April 2024.

RECOMMENDED ACTION:

This presentation is informational only. No action is needed.

Report prepared by:
Shawn Lewis, Assistant Superintendent

2024 - 25 DRAFT SHSD Budget Process

January 17, 2024

BUDGET SUMMARY

Assumptions

- Conservative Enrollment Estimate (roll-up only)
- No change to Running Start
- Any cost increases above “inflation” will require an equal budget reduction next year

- Collective Bargaining with Certificated Staff for 24-25
- Continued build-up of reserves is necessary to meet Board fund balance policy and cash flow needs

BUDGET ASSUMPTIONS

GENERAL FUND

ENROLLMENT

ASSUMPTIONS FOR 2024-25

	Anderson Island	Cherrydale	Chloe Clark	2023-24 FTE	Projected 2024-25 FTE
K	2.0	75.0	102.0	179.0	180.0
1st	3.0	84.5	131.0	218.5	195.0
2nd	6.0	100.0	121.5	227.5	218.0
3rd	5.0	91.0	125.0	221.0	227.0
Saltar's Point					
4th	219.0			219.0	221.0
5th	237.0			237.0	219.0
Pioneer					
6th	252.5			252.5	237.0
7th	246.0			246.0	252.0
8th	242.5			242.5	246.0
Steilacoom High School					
9th	234.0			234.0	242.0
10th	267.0			267.0	234.0
11th	144.0			144.0	160.0
12th	134.0			134.0	141.0
Running Start	206.4			206.4	206.4
Total FTE Enrollment				**3,028.4**	**2,978.4**
			Decreased Enrollment for Budget		**(50.00)**

- Enrollment cohort rollup only
- Running Start continues based on current enrollment
- Kindergarten enrollment continues to be low
- 1st Grade enrollment increases by 15 from current K enrollment

		2022-23 Revenue Actual	2023-24 F-195 Budget	Actual FYTD Activity Through 11/30	Expected 2024-25
1100	Local Property Tax	$ 6,760,580	$ 8,336,223	$ 3,075,175	$ 9,700,000
2100	Tuition/Fees	$ 43,224	$ 40,000	$ 8,195	$ 25,000
2200	Sales of Goods	$ 11,018	$ 2,000	$ -	$ 5,000
2298	School Breakfast and Lunch Fees	$ 587,931	$ 650,000	$ 248,926	$ 750,000
2500	Gifts and Donations	$ 13,694	$ 25,000	$ 5,487	$ 25,000
2600	Fines and Damages	$ 14,332	$ 10,000	$ 6,956	$ 10,000
2700	Rentals and Leases	$ 30,128	$ 30,000	$ 10,209	$ 30,000
2900	Other Local Revenue	$ 17,718	$ 50,000	$ 354	$ 50,000
2910	E-Rate	$ 70,475	$ 50,000	$ -	$ 50,000
3100	Apportionment	$ 28,843,710	$ 29,818,929	$ 6,559,133	$ 30,862,592
3121	Special Ed - General Apportionment	$ 782,396	$ 789,747	$ 173,746	$ 819,757
4121	Special Ed - Excess Cost	$ 4,511,691	$ 5,115,250	$ 1,048,302	$ 5,309,630
4155	LAP	$ 501,893	$ 616,013	$ 134,008	$ 640,000
4158	NBCT Stipends and Other grants	$ 289,429	$ 184,000	$ -	$ 195,000
4165	TBIP	$ 212,839	$ 218,894	$ 48,180	$ 230,000
4174	Highly Capable	$ 93,859	$ 95,545	$ 21,020	$ 99,176
4198	State - Food Service	$ 14,456	$ 11,274	$ 3,170	$ 12,000
4199	State - Transportation	$ 2,696,688	$ 2,751,679	$ 566,258	$ 2,799,162
5300	Impact Aid - Regular	$ 451,209	$ 330,000	$ 384,723	$ 400,000
5329	Impact Aid Special	$ 49,437	$ 60,000	$ 39,130	$ 50,000
5500	Federal Forest	$ 7,624	$ 9,000	$ -	$ 9,000
6124	Special Education - Federal	$ 545,500	$ 545,500	$ 129,327	$ 545,500
6138	CTE - Federal	$ 17,442	$ 16,000	$ -	$ 16,000
6151	Title 1	$ 467,329	$ 440,858	$ 84,338	$ 450,000
6152	Title 2	$ 73,581	$ 100,979	$ -	$ 100,000
6164	Title 3	$ 14,472	$ -	$ -	$ 15,000
6198	National School Lunch/Breakfast	$ 704,468	$ 750,000	$ 160,131	$ 550,000
6200	DoDEA and JROTC	$ 565,007	$ 550,000	$ 122,971	$ 550,000
6310	Medicaid Match	$ 19,226	$ 20,000	$ 7,806	$ 20,000
6321	Medicaid Billing	$ 7,673	$ 3,000	$ 244	$ 3,000
6998	Commodities	$ 132,553	$ 110,000	$ 39,667	$ 110,000
		$ 48,579,737	**$ 51,729,891**	**$ 12,899,984**	**$ 54,430,882**
				24.9%	

REVENUE

ASSUMPTIONS FOR 2024-25

- Assumes Governor's budget assumptions for revenue growth and lower overall enrollment
- Increase in local levy revenue included
- Grants revenues and expenditures assume stable revenue (minimal increases)
- School lunch fees/federal funding rebalanced based on current year experience

EXPENDITURES

ASSUMPTIONS FOR 2024-25

	Program	2022-23 Expenditures Actual	2023-24 F-195 Budget	Actual FYTD Activity Through 11/30	Expected 2024-25
01	Basic Education	$ 29,444,968	$ 27,760,301	$ 6,555,635	$ 30,197,733
03	Dropout Reengagement	$ 123,370	$ 54,000	$ 8,886	$ 30,000
12	ESSER Funds	$ 17,371	$ -	$ -	$ -
21	Special Education State	$ 5,881,606	$ 6,668,661	$ 1,695,612	$ 6,868,721
24	Special Education Federal	$ 638,310	$ 556,316	$ 148,016	$ 545,500
31	CTE High School	$ 2,189,344	$ 2,054,261	$ 513,847	$ 2,132,323
34	CTE Middle School	$ 208,652	$ 193,552	$ 24,346	$ 200,907
38	CTE - Federal	$ 17,217	$ 16,000	$ -	$ 16,000
51	Title 1	$ 471,510	$ 438,701	$ 137,758	$ 450,000
52	Title 2	$ 73,580	$ 130,164	$ 5,800	$ 100,000
55	Learning Assistance Program	$ 794,863	$ 589,408	$ 81,747	$ 640,000
58	Special Programs - State	$ 287,722	$ 186,182	$ 327	$ 195,000
64	Title 3	$ 14,772	$ -	$ 1,000	$ 15,000
65	Multi Language Learner	$ 274,404	$ 344,947	$ 73,117	$ 300,000
69	Other	$ 16,293	$ -	$ -	$ -
74	Highly Capable	$ 161,402	$ 143,665	$ 41,010	$ 100,000
79	DODEA Grant Expenses	$ 498,042	$ 448,598	$ 148,970	$ 550,000
89	Other Community Service	$ 8,674		$ -	$ -
97	Support Services	$ 8,212,247	$ 7,419,509	$ 1,886,007	$ 7,719,509
98	Food Services	$ 1,233,925	$ 1,370,500	$ 301,599	$ 1,422,000
99	Transportation Services	$ 2,797,419	$ 2,687,500	$ 726,236	$ 2,875,625
	Totals	**$ 53,365,689**	**$ 51,062,265**	**$ 12,349,914**	**$ 54,358,317**
				24.2%	

- Assumes Governor's budget assumptions for salary and benefit cost growth
- Includes increase in Running Start enrollment
- No change to grants except DODEA- which results in reductions
- Assumed and known growth in areas such as transportation, insurance and utilities included

OVERALL BUDGET

ASSUMPTIONS FOR 2024-25

	January Forecast	Last Year's F-195F
Current Year Assumption End of Year Fund Balance	$ 1,200,000	$ 717,626
Assumed Revenue for 2024-25	$ 54,430,882	$ 54,394,705
Assumed Expenditures for 2024-25	$ 54,358,317	$ 53,310,000
End of 2024-25 Fund Balance Based on Assumptions	$ 1,272,564	$ 1,802,331

What Changed:

- Higher Beginning Fund Balance for 2023-24
- Capital Levy Passage
- Impact of Running Start Enrollment
- Lower Overall Enrollment Due to Kindergarten Enrollment Experience

BUDGET ASSUMPTIONS

OTHER FUNDS

OTHER FUND ASSUMPTIONS

- Capital Projects Fund
  - Will only include capital levy related expenses
- Debt Service Fund
  - Will only include final payment for non-voted debt in Fall of 2024

- ASB Fund
  - Re-assessment of how costs and revenue are working given significant changes in cost sharing/allocations between ASB and General Fund

BUDGET TIMELINE

KEY ACTIVITIES

February/March

- Develop staffing and expenditure plans

March/April

- Finalize revenue and expenditure assumptions based on final state budget

May/June

- Draft district budget proposal and receive public comment

June/July

- Submit budget to ESD and OSPI for review

August

- Board adoption of 2024-25 Budget and Four-Year Outlook