



Regular Meeting Minutes
Steilacoom Historical School District Professional Development Center
511 Chambers Street, Steilacoom, WA
March 20, 2024

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 Rohrer made a motion to excuse Director Lewis, Director Tinsley seconded the motion, and the motion passed (4/0).

Directors McDonald, Rohrer, Scott, and Tinsley present.

Chair Scott inquired if any board members had questions about the agenda. No questions.

Director Rohrer made a motion to approve the amended agenda, with additions to the Approval of Certificated Personnel Report, Director Tinsley seconded the motion, and the motion passed (4/0).

II. PRESENTATION - Recognition of Education Support Professionals

Susanne Beauchaine, Executive Director for Human Resources, thanked the district's amazing education support professionals for keeping our students safe, healthy, and ready to learn. The district currently employs 69 paraeducators/library techs/campus supervisors, 27 custodians/grounds/maintenance staff, 22 office professionals, 7 licensed professional nurses, and 2 information technology staff members. Mary Hilton, President of the SCEA, joined Ms. Beauchaine for the presentation.

III. COMMENTS FROM THE AUDIENCE

Mary Hilton, SCEA President, thanked the SHSD Board of Directors and the district for recognizing the district's classified staff. She shared the district's paraeducators are burned out and she is concerned we will lose valuable staff. She asked the directors to visit the buildings to see how hard staff work.

IV. REPORTS

A. Steilacoom High School Athletics Recap and Winter Student Athlete Recognition

Tracy Garza, Steilacoom High School Assistant Principal, shared the Steilacoom High School Winter 2024 Athletics Recap. She shared accomplishments for the girls' basketball, boys' basketball, bowling, wrestling, boys' swim & dive, and cheer teams. Boys' Basketball coach Matt Robles was honored by WII in their Salute to Coaches recognition, and Wrestling coach Randy Barkhurst was named the SPSL Wrestling Coach of the Year.

B. Budget Status Report

Shawn Lewis, Assistant Superintendent, shared budget status reports for all funds as of the end of February 2024, along with charts and data showing monthly attendance, general fund

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

balance, and general fund cash balance. Mr. Lewis shared enrollment is generally flat with no significant increase or decrease to our schools or in the Running Start program. The district has begun receiving capital projects and technology level proceeds following last November's successful election. In May, about \$1.6 million will be transferred from the capital projects fund to the debt service fund for future payment of the McNeil Street property. There are no items of significance to report in other funds. Overall cash flow remains low but acceptable, and the district does not anticipate needing an interfund loan this year. The district will need to do a budget extension later in the year due to the large enrollment of students participating in Running Start.

Director Rohrer shared she and Director Tinsley participate in the board audit committee, and she shared Mr. Lewis and the district's administrators have done a great job to get the district back on track and the district is ready to do great things moving forward. Director Tinsley reiterated she appreciates the transparency of the district and the focus on minimizing expenses. Director McDonald shared she is impressed by Mr. Lewis's financial abilities and she appreciates the sacrifices the district's staff is making. She appreciates the staff and the exceptional job they have done. Chair Scott shared with 3 months left in the school year, staff should reach out to Kiwanis for support through their Mini Grants.

C. Legislative Update

Director Rohrer shared information regarding HB2494 as well as other bills, resolutions, and funding decisions. She also shared about SB5462 involving inclusive learning standards and the implications of that bill. She shared all increases in funding are nominal increases.

V. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda, Director Tinsley seconded the motion, and the motion passed (4/0). The Consent Agenda included February and March 2024 Accounts Payable and February 2024 Payroll; February 21, 2024 Regular Board Meeting Minutes; Personnel Reports; Sports Boosters Donation; Cherrydale HVAC Unit Replacement Bid Award; Resolution 921-03-20-24 Cancellation of Municipal Warrant; and Approval of Contract with Long Building Technologies for SHS DDC Controls Replacement Project.

VI. NEW BUSINESS

A. Approval of Resolution 920-03-20-24 Success Conferences Waiver

Mr. Lewis presented Resolution 920-03-20-24 Success Conferences Waiver. The district would like to continue the use of the first two days of the school year to meet with first through fifth grade students and their families in "Success Conferences." We believe that these conferences have helped set the stage for a better learning environment and higher academic achievement. While there is a requirement to provide 180 days of instruction for all students, parent teacher conferences may be conducted in lieu of these days if a waiver is submitted to the state accompanied by a board resolution. While the district has other school conference days in the school calendar, a resolution and waiver request is only required when districts use a full day for parent teacher conferences. This proposal has been discussed with our school principals and with the Steilacoom Education Association, and both groups support the proposal and the focus on connecting directly with students and families before the school year starts.

Director Rohrer made a motion to approve Resolution 920-03-20-24 Success Conferences Waiver, Director McDonald seconded the motion, and the motion passed (4/0).

B. Approval of Resolution 919-03-20-24 Month of the Military Child

Mary Snyder, Director of Student Supports, shared Resolution 919-03-20-24 Month of the Military Child. Through April, in recognition of the Month of the Military Child, Steilacoom Historical School District honors our military-connected and civilian families who, together, ensure all our children thrive.

The Steilacoom Historical School District, in conjunction with community partners, is planning an exciting month of celebrations designed to bring all our military and civilian families together for fun-filled activities and resource sharing. Families will have access to both virtual and in-person events in April including virtual field trips, community organization activities, creative art experiences, and of course: SteillyCon.

The accompanying resolution honors and recognizes our military children and families, encourages all school staff and community members to support and participate in activities to recognize and support our military-connected youth, and declares April to be the Month of the Military Child in the Steilacoom Historical School District.

Director McDonald made a motion to approve Resolution 919-03-20-24 Month of the Military Child, Director Tinsley seconded the motion, and the motion passed (4/0).

C. Board Goal - Professional Learning

The Board established professional learning goals for the 2023-24 school year based on the most recent Board self-evaluation process. This agenda item is a “standing” item at our Regular Board Meetings to provide an opportunity for Board members to discuss and share around their goals.

Chair Scott shared about WSSDA's Regional Meeting in Carbonado on May 16 as an option for board members to work towards their professional learning goals and to develop their expertise. He also reminded everyone about the SHSD Board Retreat on March 26 which will be held in the PDC.

VII. BOARD COMMUNICATION

- Chair Scott shared he received an Invitation to a JBLM Educator Event vent at North Fort Conference Center on April 11.
- Chair Scott also shared about emails received from Mr. Nolan McNamara concerning students being discriminated against in interscholastic sports programs. There was confusion because the documents mentioned Tacoma Public School District and not SHSD, but Chair Scott was able to connect with Mr. McNamara, and he appreciated his thoughts also being shared with our district. Chair Scott is passing this message on to Superintendent Weight for follow up.
- Nancy Henderson also contacted Chair Scott regarding the Green Building Initiative.
- The board received communication recognizing two exceptional Steilacoom High School Staff members. Dakota Schrimsher is an English teacher at SHS and was recognized as a solid, reliable, and excellent leader who makes herself available to collaborate and help her teammates. Ms. Schrimsher is a teacher that students look up to and return to, even when they are no longer in her classes. Also recognized was Kristin Tinsley, the Attendance Secretary at SHS. Staff shared Ms. Tinsley is a ray of sunlight and brings joy

to the school every day. She is helpful and kind to both students and staff, and the students adore her. She is excellent at her job and is a positive role model for students.


- Director McDonald shared she received communication received regarding accessibility issues at district elementary schools.
- Director McDonald also received communication inquiring if staff members can submit Kiwanis Mini Grant requests, or if it is only for teachers. Chair Scott shared other staff members are also welcome to apply for grants.


VIII. ANNOUNCEMENTS

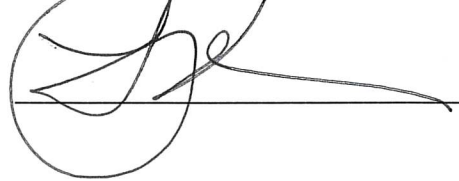
- Director Rohrer shared Pioneer Middle School was a great support for the Military Order of World Wars as they hosted Patriotic Day at the school. Chair Scott shared the event was well attended and groups and organizations from around the area were represented.
- Director Rohrer also shared she appreciated participating in the Read Across America event at Chloe Clark Elementary School.
- Director McDonald shared she is very impressed with our student athletes and the high standards - both academically and behaviorally - they are held to by teachers, coaches, and community members.
- Superintendent Weight shared the district choral festival is next Tuesday evening, March 26, at Pacific Lutheran University.
- Director McDonald shared about upcoming fundraising events coordinated by the Steilacoom High School Music Boosters.
- Director Rohrer shared about the SHS music department's upcoming trip to Disneyland.
- Chair Scott commented about the high caliber programs offered in our district.

IX. ADJOURNMENT

Director Tinsley made a motion to adjourn the meeting at 6:53 p.m., Director Rohrer seconded the motion, and the motion passed (4/0).



(Chair)






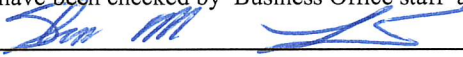
(Secretary/Superintendent)

Steilacoom Historical School District

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

DATE: March 20, 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.

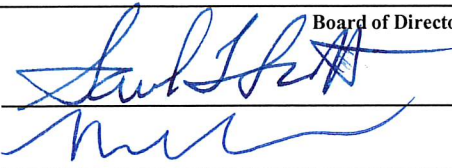


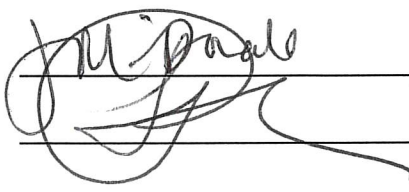
Shawn Lewis, Assistant Superintendent

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.

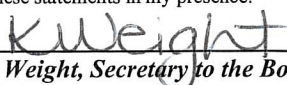
FUND NAME	WARRANTS (INCLUSIVE)			AMOUNT
<u>GENERAL FUND:</u>				
	Payroll	800947	to 800948	\$ 4,892.36
	Payroll A/P	134099	to 134111	\$ 498,301.03
	Payrol ACH Payments		to	\$ 495,260.03
	Payroll Taxes		to	\$ 601,693.50
	Direct Deposit		to	\$ 1,700,007.25
February 26, 2024	Accounts Payable	134112	to 134141	\$ 318,576.12
March 7, 2024	Accounts Payable	134142	to 134142	\$ 33.02
March 8, 2024	Accounts Payable	134143	to 134200	\$ 605,049.93
February 26, 2024	Accounts Payable		to	\$ 7,029.59
February 28, 2024	Accounts Payable		to	\$ 20,620.18
February 26, 2024	Accounts Payable		to	\$ (7,029.59)
TOTAL GENERAL FUND:				\$ 4,244,433.42
<u>CAPITAL PROJECTS FUND:</u>				
March 11, 2024	Direct Deposit	200563	to 200564	\$ 6,700.91
TOTAL CAPITAL PROJECTS FUND:				\$ 6,700.91
<u>ASSOCIATED STUDENT BODY FUND:</u>				
February 26, 2024	Accounts Payable	405359	to 405362	\$ 6,859.18
March 11, 2024	Accounts Payable	405363	to 405372	\$ 5,135.58
February 26, 2024	Accounts Payable		to	\$ 4,334.15
February 28, 2024	Accounts Payable		to	\$ 18,819.24
February 26, 2024	Accounts Payable		to	\$ (4,334.15)
TOTAL ASSOCIATED STUDENT BODY FUND:				\$ 30,814.00
<u>TRANSPORTATION VEHICLE FUND:</u>				
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

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
ADMIN PERSONNEL REPORT - MARCH 20, 2024

Name	Position	Location	Effective Date	Action
DOUGLAS RYAN	PRINCIPAL	CHERRYDALE	6/30/2024	RESIGNATION
SNYDER MARY	DIRECTOR OF STUDENT SUPPORTS	DISTRICT OFFICE	6/30/2024	RESIGNATION
TERJESON KARI	DIRECTOR OF SPECIAL EDUCATION	DISTRICT OFFICE	7/1/2024	NEW HIRE

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - MARCH 20, 2024**

Name	Position	FTE	Location	Effective Date	Action	Comment
CARNEY RACHEL	PSYCHOLOGIST	1.00	DISTRICT WIDE	8/26/2024	NEW HIRE	
FROEHLE STEFANIE	TEACHER	1.00	CHERRYDALE	8/25/2024	LEAVE OF ABSENCE	For the 2024-25 School Year
KING BRIDGET	SLP	0.60	SALTAR'S POINT	8/25/2024	LEAVE OF ABSENCE	For the 2024-25 School Year
JONES JOHN	PSYCHOLOGIST	1.00	DISTRICT WIDE	8/25/2024	RESIGNATION	
LUX TAYLOR	TEACHER	1.00	SALTAR'S POINT	8/25/2024	RESIGNATION	
WEBSTER LINDSAY	TEACHER	0.40	HIGH SCHOOL	8/25/2024	RESIGNATION	Resigning 0.4 FTE
MANN SHAUNA	PSYCHOLOGIST	1.00	DISTRICT WIDE	8/26/2024	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - MARCH 20, 2024

Name	Position	Hours	Location	Effective Date	Action	Comment
RABY JOHNNA	PARAPROFESSIONAL - SPEECH	6.50	STUDENT SERVICES	8/25/2024	RESIGNATION	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - MARCH 20, 2024

Name	Position	Location	Effective Date	Amount	Comment
GUILLEN BRITTNEY	ASSISTANT VOLLEYBALL COACH	PIONEER	04/08/2024	\$ 2,900.63	
BRADBURY TOM	GAME MANAGER	HIGH SCHOOL	03/21/2024	\$ 2,000.00	Spring Sports