



Dr. Carole Meyer  
Interim Superintendent

621 Linwood Avenue SW Tumwater, WA 98512-6847  
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Capital Projects:  
(360) 709-7005  
Financial Services:  
(360) 709-7010  
Human Resources:  
(360) 709-7020  
Payroll/Benefits:  
(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

**Tumwater School District  
School Board Meeting Minutes**  
Location: District Office & YouTube  
621 Linwood Ave. SW  
Tumwater, WA 98512  
April 27, 2023  
6:00 pm

Board Members Present: Casey Taylor, Scott Killough, Melissa Beard (virtual), Darby Kaikkonen, Jill Adams, Dr. Carole Meyer (Secretary)

President Killough called the meeting to order at 6:00 pm and acknowledged that the Tumwater School District sits on the ancestral land of the Nisqually, Squaxin Island and Chehalis people, thanking the caretakers of the land who have lived on and continue to live on the land since time immemorial. He then led everyone in the flag salute.

**Public Comment Reminder**

- President Killough outlined how the Public Comment portion of the meeting works.

**Agenda Discussion/Approval**

- Agenda Changes: Superintendent Meyer shared that there were no updates to the previously published version of the agenda. The agenda was unanimously approved.

**Review of Minutes**

The Board has reviewed the March 23, 2023 regular board minutes and there was one change. Vice-President Kaikkonen requested to strike “therefore it was not approved” under Action Items: Recommended approval of Resolution 06-22-23.

**Director Kaikkonen/Director Taylor Motioned/Seconded (M/S) to approve the revised minutes. The motion passed unanimously.**

**Consent Agenda**

- No motion is necessary. The Consent Agenda was unanimously approved as follows:

BOARD OF DIRECTORS  
JILL ADAMS MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

*“Continuous Student Learning in a Caring, Engaging Environment”*

➤ Personnel Report:

New Hires	Position	Location	Status	Group
Jesse Eang	Coach	BHHS	Effective March 22, 2023	N/A
Cattigan Dawes	Special Education Learning Assistant	NMSC	Temporary, effective June 22, 2023	NMSC
Joseph Denniston	School Psychologist	Special Services	1.0 FTE (Continuing 2023-2024)	TEA
Valentin Beltran	Campus Supervisor/Para	BMS	Effective April 10, 2023	Non-REP/TAP
Kristy Hall	Paraprofessional	THS	Effective April 10, 2023	TAP
Shannon Houlihan	Paraprofessional	BLE	Effective April 10, 2023	TAP
Bridget Geary	Speech Language Pathologist	Special Services	1.0 FTE (Continuing 2023-2024)	TEA
Wendy Bromley	Executive Director of Human Resources	DO	Effective July 1, 2023	ADMIN
Jody Giuntoli	Summer School Receptionist	NMSC	Temporary, effective June 22, 2023	NMSC
Natalie Williams	Paraprofessional	BMS	Continuing, effective April 14, 2023	TAP
<b>Tabitha Chamberlin</b>	<b>Paraprofessional</b>	<b>MTS</b>	<b>One Year Only (2022-2023), effective May 1, 2023</b>	<b>TAP</b>
Jordan Magrath	Athletic Director	THS/BMS	1.0 FTE (Continuing 2023-2024)	TEA
Michelle Hoedeman	School Psychologist	Special Services	1.0 FTE (Continuing 2023-2024)	TEA
<b>Adjusted:</b>				
Calvin Hicks	Paraprofessional	BHHS	From 2.0 hours Paraprofessional/4.5 hours Campus Supervisor (BMS) to 6.5 hours Paraprofessional (BHHS)	TAP
Macy Dilworth	Paraprofessional	THE	Adding 2.5 additional hours from March 27, 2023 through the end of the 2022-2023 school year	TAP
Jessica Juergens	Counselor	PGS	Add 0.2 FTE (Continuing 2022-2023), effective March 28, 2023	TEA
James Brigham	Skilled Grounds/Evening Custodian	B&G	From Lead Custodian (BMS) to 9 month Skilled Grounds/3 month Evening Custodian, effective April 10, 2023	PSE
Dena Curtis	Office Professional 1	DO	From Office Professional 3 (BHHS) to Office Professional 1 (Student Learning), effective March 27, 2023	TOPA

Alexander Mager	Evening Custodian	B&G	From Lead Custodian (TMS) to Evening Custodian (Variable Site), effective April 3, 2023	PSE
Deborah Jones	Benefits Coordinator	Financial Services	From Payroll Coordinator to Benefits Coordinator, effective May 1, 2023	NON-REP
<b>Leaves:</b>				
Ashley Lopez	Paraprofessional	EOE	Leave of Absense extension, returning May 8, 2023	TAP
Kathryn Spieles-Flaatrud	Teacher	BMS	Leave of Absence beginning May 17, 2023, returning for the 2023-2024 school year	TEA
Peter Lichtblau	Bus Driver	Transportation	Leave of Absence beginning March 20, 2023, return date to be determined	PSE
Leland Malott	Bus Driver	Transportation	Leave of Absence beginning March 9, 2023, returning April 10, 2023	PSE
Savannah Owen	Paraprofessional	LINCS	Partial Leave of Absence, beginning April 4, 2023 through the end of the school year	TAP
Traci Gurley	Executive Assistant	Student Learning	Leave of Absence, beginning April 13, 2023, returning April 24, 2023	NON-REP
Jill Giudice	Teacher	THS	Leave of Absence beginning May 8, 2023 through the end of the school year	TEA
Gladys Espino	Teacher	THE	Leave of Absence beginning September 1, 2023, returning February 1, 2024	TEA
Tamara Schultz	Occupational Therapist	Special Services	Leave of Absence beginning April 10, 2023 through the end of the school year	TEA
Caroline Grimm	Teacher	MTS	Leave of Absence beginning April 10, 2023, return date to be determined	TEA
Craig Lester	Bus Driver	Transportation	Leave of Absence beginning March 22, 2023, returning April 20, 2023	PSE
Ashley Lupinski	Teacher	TVA	Leave of Absence beginning March 6, 2023, return date to be determined	TEA
Tyler Haywood	Teacher	TMS	Leave of Absence beginning March 8, 2023, returning March 22, 2023	TEA

Ruth Russell	Dispatcher	Transportation	Leave of Absence beginning March 15, 2023, returning March 28, 2023	PSE
Jayde Richtmyre	Teacher	PGS	0.4 FTE Leave of Absence for the 2023-2024 school year	TEA
Kelly Femiano	Teacher	PGS	0.6 FTE Leave of Absence for the 2023-2024 school year	TEA
Jill Giudice	Teacher	THS	<b>Leave of Absence beginning September 5, 2023, returning January 1, 2024</b>	TEA
Seana Ditterline	Counselor	BHHS	<b>1.0 FTE Leave of Absence beginning May 1, 2023, return date to be determined</b>	TEA
Leslie Fosbre	Assistant Cook	PGS	<b>Leave of Absence beginning April 24, 2023, returning May 8, 2023</b>	PSE
Anthony Steele	Teacher	BMS	<b>Leave of Absence beginning May 22, 2023, returning June 5, 2023</b>	TEA
<b>Resignations:</b>				
Lindsey Wittenberg	Paraprofessional	BLE	Effective March 23, 2023	TAP
Katie Swokowski	HR Benefits Lead	District Office	Effective March 31, 2023	N/A
Nathan Ditterline	Teacher	BMS	Effective April 7, 2023	TEA
Summer Boothe	Bus Driver Trainee	Transportation	Effective March 30, 2023	PSE
Barret Daniels	Teacher	Special Services	Effective March 31, 2023	TEA
Maureen Celle	Paraprofessional	THE	Effective April 20, 2023	TAP
Ryan Williamson	Paraprofessional	EOE	Effective April 12, 2023	TAP
Sahara Anthony Jr.	Paraprofessional	THS	Effective April 28, 2023	TAP
Teresa Anderson	Teacher	LINCS	Effective April 13, 2023	TEA
Lindsey Chapman	Teacher	EOE	Effective April 11, 2023	TEA
Caitlin Shaufler	Teacher	TMS	Effective June 20, 2023	TEA
Emily Cotey	Teacher	THE	Effective June 22, 2023	TEA
Corbin Hanna	Bus Driver Trainee	Transportation	Effective April 14, 2023	PSE
Tanya Guarino	Teacher	TVA	Effective August 31, 2023	TEA
Sarah Dyer	Teacher	TMS	Effective August 31, 2023	TEA
Ruth Russell	Dispatcher	Transportation	Effective April 20, 2023	PSE
Jamie McPheeters	Campus Supervisor	BHHS	<b>Effective August 31, 2023</b>	<b>NON REP</b>
Cortnie Birindelli	Teacher	THE	<b>Effective August 31, 2023</b>	TEA
<b>Resignations:</b>				
Lee Giske	Counselor	LRE	<b>Effective August 31, 2023</b>	TEA

<b>Non-Renewal:</b>				
<b>Tara Richerson</b>	<b>Assistant Principal</b>	<b>EOE/BLE</b>	<b>Effective April 10, 2023</b>	<b>ADMIN</b>
<b>Co-Curricular:</b>				
Rachel Landowski	Drama/Musical Assistant Director Vocal	THS	Resigning this stipend only, effective March 23, 2023	N/A
Don Farler	Assistant Boys Soccer Coach	BHHS	Effective March 30, 2023	N/A
Jackie Zvirzdys Wood	Assistant Boys Soccer Coach	BHHS	Effective March 30, 2023	N/A
Joanna Brown	Head Track Coach	BMS	Effective March 28, 2023	N/A
Angela Borovec	Assistant Track Coach	BMS	Effective March 28, 2023	N/A
Melinda McGill	Assistant Track Coach	BMS	Effective March 28, 2023	N/A
Jennifer Slemp	Summer Fresh Farms Paraprofessional	THS	Effective June 28, 2023	TAP
Kathy Knox	Summer School Paraprofessional	Cascadia	Effective July 3, 2023	TAP
Leslie Hayden	TWEC Summer School Instructor	TWEC	Effective June 26, 2023	TEA
Nicole Pocklington	Head Bowling Coach	BHHS	Resigning coaching position only, effective March 9, 2023	N/A
Karlee Westby	Assistant Track Coach	TMS	Effective April 10, 2023	N/A
<b>Karlee Westby</b>	<b>Head Volleyball Coach</b>	<b>BHHS</b>	<b>Effective 2023-2024 school year</b>	<b>N/A</b>
<b>Mary Pilon</b>	<b>Head Swim and Dive Coach</b>	<b>BHHS</b>	<b>Resigning coaching position only, effective April 23, 2023</b>	<b>N/A</b>
<b>Recommend approval of:</b>				
Recommend approval to update the Executive Director of New Market Skills Center salary to match the Middle School Principal salary.				
<b>Recommend approval for the following staff to teach out of their endorsed area:</b>				
<b>Andrew Landowski (BHHS) Physical Education</b>				
<b>Jill Place (BHHS) Mathematics</b>				
<b>Michael Cousino (BLE) 5th Grade</b>				
<b>Michael Cousino (BLE) 4th Grade</b>				
<b>Whitney Saxlund (BLE) Kindergarten</b>				
<b>Rebecca Halbert (CHS) Social Studies</b>				
<b>Rebecca Halbert (CHS) English Language Arts</b>				
<b>Rebecca Halbert (CHS) Mathematics</b>				
<b>Rebecca Halbert (CHS) Nutrition and Health</b>				
<b>Rebecca Halbert (CHS) Social Media</b>				

Rebecca Halbert (CHS) Health Education			
Rebecca Halbert (CHS) Journalism			
Michael Stuck (CHS) Visual Art			
Michael Stuck (CHS) Physical Education			
Thatcher Wood (CHS) Physical Education			
Thatcher Wood (CHS) Nutrition and Health			
Thatcher Wood (CHS) Physical Education			
Nathan Ditterline (BMS) Health Education			
Dan Casler (PGS) 5th Grade			
Heather Siminski (PGS) 5th Grade			
Leslie Hayden (TWEC) Science			
Jeffrey Broome (THS) Art Appreciation			
Jeffrey Broome (THS) English Language Arts			
Jeffrey Broome (THS) Science			
Jeffrey Broome (THS) French			
Jeffrey Broome (THS) Mathematics			
Jeffrey Broome (THS) Physical Education			
Jeffrey Broome (THS) Vietnamese			
Jamie Escobar (THS) Mathematics			
David Hansen (THS) English Language Arts			
Zachary Suderman (THS) Art History			
Zachary Suderman (THS) Science			
Zachary Suderman (THS) English Language Arts			
Zachary Suderman (THS) Health			
Zachary Suderman (THS) Social Studies			
Cecilia Hernandez (TMS) Health/Fitness			
Cecilia Hernandez (TMS) Homeroom			
Trevor Knight (TMS) Mathematics			
Trevor Knight (TMS) Homeroom			
Patrick Kot (TMS) Health Education			
Ashley Lupinski (TVA) Mathematics			
Ashley Lupinski (TVA) English Language Arts			
Ashley Lupinski (TVA) Digital Media Technology			
Ashley Lupinski (TVA) Science			
Ashley Lupinski (TVA) Social Studies			
Melinda Mulcahy (TVA) English Language Arts			

**Kelly Ristine (TVA) Social Studies****Corrections:**

Correction to Vanessa Walter's extended leave start date at the March 23, 2023 Board Meeting. The correct leave start is April 24, 2023

➤ Payroll & Vouchers:

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
<b><u>GENERAL FUND:</u></b>					
Payroll					
Payroll Taxes					\$ 1,247,280.07
Direct Deposit					\$ 3,660,262.73
Payroll Benefit Wire Transfer					\$ 1,113,106.90
Accounts Payable -Payroll	72805989	to	72806003		\$ 24,475.04
Accounts Payable -Payroll	72806004	to	702806004		\$ 2,809.95
Accounts Payable	72220965	to	72220974		\$ 31,295.60
Accounts Payable	72220953	to	72220963		\$ 60,590.21
Accounts Payable	72220975	to	72220999		\$ 178,293.98
Accounts Payable	72221000	to	72221018		\$ 216,600.23
Accounts Payable	72221019	to	72221068		\$ 1,148,455.85
Accounts Payable	72221039	to	72221064		\$ 59,752.97
Accounts Payable	72221065	to	72221065		\$ 42.00
Accounts Payable	72221066	to	72221066		\$ 285.00
Accounts Payable ACH					\$ 29,573.18
Accounts Payable ACH					\$ 121,839.87
Accounts Payable ACH					\$ 123,987.01
Accounts Payable ACH					\$ 226,172.14
Accounts Payable ACH					\$ 202,617.96
Accounts Payable ACH					\$ 438,514.66
ACH Rejection					\$ (4,339.98)
Voided Warrants					
Accounts Payable - COMP TAX					\$ 1,840.83
<b>TOTAL GENERAL FUND:</b>					<b>\$ 8,883,456.20</b>
<b><u>CAPITAL PROJECTS FUND:</u></b>					
Accounts Payable	72012612	to	72012614		\$ 19,519.82
Accounts Payable	72012615	to	72012617		\$ 43,872.72
Accounts Payable ACH					\$ 17,963.50
Accounts Payable ACH					\$ 21,896.16
Accounts Payable ACH					\$ 68.97
Accounts Payable ACH					\$ 328,612.75
Voided Warrants					
Accounts Payable - COMP TAX					
<b>TOTAL CAPITAL PROJECTS FUND:</b>					<b>\$ 431,933.92</b>

**ASSOCIATED STUDENT BODY FUND:**

Accounts Payable	72442173	to	72442176	\$	450.00
Accounts Payable	72442174	to	72442174	\$	2,285.91
Accounts Payable	72442175	to	72442175	\$	15.00
Accounts Payable	72442176	to	72442177	\$	796.66
Accounts Payable	72442178	to	72442180	\$	435.00
Accounts Payable ACH				\$	2,875.27
Accounts Payable ACH				\$	5,773.66
Accounts Payable ACH				\$	5,432.00
Accounts Payable ACH				\$	4,120.43
Accounts Payable ACH				\$	21,534.76
Accounts Payable ACH				\$	5,305.92
Voided Warrants				\$	(85.00)
Accounts Payable - COMP TAX				\$	5.97
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>				<b>\$</b>	<b>48,945.58</b>

**PRIVATE PURPOSE  
FUND:**

Accounts Payable		to			
Accounts Payable		to			
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP TAX					
<b>TOTAL PRIVATE PURPOSE FUND:</b>				<b>\$</b>	<b>-</b>

**TRANSPORTATION  
VECHILE FUND:**

Accounts Payable		to			
<b>TOTAL TRANSPORTATION VECHILE FUND:</b>				<b>\$</b>	<b>-</b>

- Budget Status Report
- Financial Services – Revised Salary Schedule, Non-Rep School Support Staff
- 2023-24 School Year Calendar
- 2023-24 School Board Meeting Schedule
- Capital Projects Acceptance of Contract as Complete – NMSC Parking Lot Lighting Upgrades & BHHS AV Storage Room Tenant Improvement.
- Capital Projects Construction Contract Award – LINCS modular.

**Recognition**

- Tumwater High School Dance Team. President Killough presented Resolution 09-22-23 to the coach and team.



### **Student Rep Reports**

- Ameiya Brown (THS) – Ameiya shared that the Key Club is hosting a hunger walk on May 7<sup>th</sup> at 3 PM; the T-Bird tailgate happened April 26<sup>th</sup>; library is hosting an event for students to start their own garden; ASB elections are over – Team Overdrive won! She also shared that AP testing is starting next week; FBLA went to state last week; Prom and a jazz band performance are both on May 13<sup>th</sup>.
- Alex Loveless (BHHS) – Alex shared that Prom is next weekend and spirit week happens leading up to that! Their Booster Bash is this Saturday; the State solo/ensemble competition is Friday and Saturday; there will be a jazz band concert on May 6<sup>th</sup>; staff appreciation is next week; seniors got cap and gowns a couple weeks ago; spring sports are coming to a close and playoffs will be starting.

### **Public Comment**

- Agenda and Non-Agenda Items: Becky Parsons stated that one person signed up to address the Board. Alex Ball spoke about violation of Policy 2331 and Procedure 5252.

### **Reports to the Board**

- 1<sup>st</sup> Reading Policy 3110, Qualifications of Attendance and Placement. Superintendent Meyer presented.
- 1<sup>st</sup> Reading Policy 3115, Homeless Students Enrollment Rights and Services. Superintendent Meyer presented.
- 1<sup>st</sup> Reading Policy 3120, Enrollment. Superintendent Meyer presented.
- 1<sup>st</sup> Reading Policy 4218, Language Access. Superintendent Meyer presented.
- Budget Update. Melissa Richter presented.

### **Action Items**

- 2<sup>nd</sup> Reading and recommended approval of Policy 6022, Minimum Fund Balance. Melissa Richter presented.  
**Director Taylor/Director Adams, (M/S) to approve Policy 6022. The policy passed unanimously.**

### **Superintendent's Report**

Superintendent's Report: Superintendent Meyer shared that she attended an Olympia Junior Programs performance with MTS and LRE. The budget committee met on April 26<sup>th</sup>. Melissa Richter shared that the HR and Finance teams attended an ESD training to go over processes. The policy committee met on April 20<sup>th</sup>. Director Adams and Director Taylor provided an update. Dr. Meyer presented a staffing update; round three will be over by May 4<sup>th</sup>. She also provided a TVA update - only 16 students enrolled for next year. She will be recommending that the district suspend the program for one year, and re-assess for the 24-25 school year, at the May 11<sup>th</sup> school board meeting.

### **Board Committee Reports**

- Legislative Update: Vice-President Kaikkonen provided a session summary on the following: school meals, special education, school board recordings, college in the high school fee, new graduation pathway option, highly capable program requirements, IPD and sharing of high school directory information with OSPI. She will be transitioning out of the legislative rep role. She reminded the Board that WSSDA has a year-round process which has already started. The Board also has the opportunity to put forward positions from 4/17-5/12.
- WIAA Update: Director Taylor shared a few themes – bad weather; officials & umpire shortages; transportation challenges. The WIAA classifications were confirmed with a new range of 4 years. Both BHHS and THS will continue to be 2A schools. Our middle schools were re-aligned with east/west leagues because these schools have similar sports programs and it will make travel easier; soccer may be added. THS had 279 spring athletes and BHHS had over 200. BMS had 105 track students who will be competing on May 8 and May 23 at 4 PM at the Tumwater District Stadium. The district will now be offering a sports officiating class through PE @ THS. BHHS is still in the works.

### **Board Member Comments**

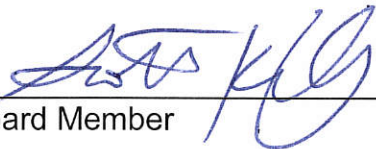
- Director Taylor: He loved the music performance and loves watching the dance team perform. He also thanked Alex Ball for his public comment.
- Vice-President Kaikkonen: She loved the music performance. She commented on fiscal responsibility which is priority and a measure of our success is where the district is now. Surrounding districts are now going through what we went through a year ago. The fact that we are not in that position speaks volumes to the district and board's dedication; she is proud of the work.
- Director Beard: She shared that senior presentations were as amazing as always! She attended a jazz concert with THS & BHHS jazz bands and the THS choir. Let this be a model to how we work together. She thanked Mr. Landowski, Mr. Klinzman and Mrs. Landowski for working together! She also thanked Melissa Richter for her work on getting \$400,000 for transportation. Graduations are coming up and she's very excited!
- President Killough: He referenced "days on the job without to incident" and thanked the Tumwater community for their civil discourse. He's proud to be a member of this community!
- Director Adams: She wished we could have seen the dance team perform and she was impressed with the respect they showed the quartet by staying to hear them play. Fiscal responsibility is working together to provide students the best education possible. It is also important for transparency to continue in an effort to convey information to parents and students. They will be including more student voice.
- Ameiya Brown: She was glad to hear that the college in high school fee has been eliminated. She loved the music performance and is proud of the dance team!
- Alex Loveless: She loved the music performance! She shared that she's attending GCU next year. The THS dance team is amazing and she always loves their performances. She is very excited about the sports officiating class.

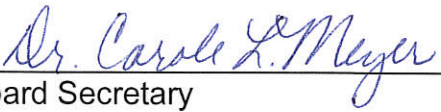
**Adjourn Regular Meeting**

With no further business coming before the Board, the Regular Board Meeting adjourned at 7:37 PM.

Recorded by:  
Becky Parsons

Signed this 25th day of May 2023.

  
Board Member

  
Board Secretary