



Kevin Bogatin
Superintendent

621 Linwood Avenue SW Tumwater, WA 98512-6847
(360) 709-7000 www.tumwater.k12.wa.us

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

School Director's Agenda Regular Meeting

Thursday, October 26, 2023

Start Time: 6:00pm

Location: District Office and YouTube
621 Linwood Ave. SW Tumwater, WA 98512

Please Note: Public Comment is only available to those who have signed up in advance by filling out the [Public Comment Form](#) by 12 PM on the day of the meeting. Please see our website for more information.

- 6:00pm Call Regular Meeting to Order** (*Vice President Kaikkonen*)
- Recognition/Flag Salute
- 6:01pm Agenda Discussion/Approval** (*Vice President Kaikkonen/Superintendent Bogatin*)
- 6:02pm Board Officer Elections**
- 6:05pm Meeting Minutes Review**
- September 28, 2023 Regular Meeting
- 6:06pm Consent Agenda**
- Personnel Report
 - Payroll and Vouchers
 - Capital Projects – Contract Change Orders
 - Capital Projects – Acceptance of Contract as Complete
 - 23-24 Non-Rep/Admin Salary Schedule
- 6:07pm Public Hearing**
- Capital Facilities Plan (*Mel Murray*)
- 6:20pm Recognition**
- Jill Giudice – WA State Secondary Level Art Educator of the Year
- 6:25pm Student Rep Reports**
- Lilly Wilson/Chloe Wachtman, BHHS
 - Ameiya Brown/Ben Morgan, THS
 - Lyn Hepp, CHS

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

“Continuous Student Learning in a Caring, Engaging Environment”

6:35pm **Public Comment Reminder** (*Vice President Kaikkonen*)

6:36pm **Public Comment**-*In the interest of maintaining the integrity of the published agenda, individual speakers are asked to limit their comments to not more than 3 minutes. A maximum of 30 minutes will be reserved on the agenda for all public comment.*

- Speakers-Agenda and Non-Agenda Items (*Becky Parsons*)

7:06pm **Reports to the Board**

- 1st Reading Policy 3205, Sexual Harassment of Students Prohibited (*Shawn Batstone*)
- ABCS - Attendance (*Principals - LRE, MTS, TMS & BHHS*)
- Buildings & Grounds Update (*Brian Hinkle*)
- Financial Services Update (*Melissa Richter*)
 - Enrollment
 - Budget Status Report
 - EPO Levy

7:35pm **Action Items**

- Resolution 02-23-24, 2023-2029 Capital Facilities Plan (*Mel Murray*)
- 2nd Reading Policy 3246, Restraint, Isolation and Other Uses of Reasonable Force (*Chris Burgmeier*)
- 2nd Reading Policy 5281, Disciplinary Action and Discharge (*Wendy Bromley*)
- 2nd Reading Policy 5401, Sick Leave (*Wendy Bromley*)
- 2nd Reading Policy 5406, Shared Leave (*Wendy Bromley*)

7:45pm **Superintendent's Report** (*Superintendent Bogatin*)

7:55pm **Board Committee Reports**

- Legislative Update (*Director Beard*)

8:05pm **Board Comments**

8:15pm **Adjourn Regular Meeting**

NEXT BOARD MEETING: Regular Board Meeting November 9, 2023.

The Board may also schedule additional special or emergency meetings consistent with RCW 28A.343.380.

BOARD OFFICER ELECTIONS

- Policy 1210 – Annual Organizational Meeting, Election of Officers

**Tumwater School District
Board Policy**

**ANNUAL ORGANIZATIONAL MEETING,
ELECTION OF OFFICERS**

At the first regular meeting in December, the directors shall elect from among the members a president and a vice-president to serve one-year terms. In even-numbered years a legislative representative shall be elected who shall serve a two-year term. Officers shall not be elected following the appointment of a director to fill a vacancy on the board unless a majority of the board is appointed. If a board member is unable to continue to serve as an officer, a replacement shall be elected immediately. In the absence of both the president and the vice-president, the board shall elect a president pro-tempore who shall perform the functions of the president during the latter's absence. The superintendent shall act as secretary to the board. In order to provide a record of the proceedings of each meeting of the board, the superintendent shall appoint a recording secretary of the board.

The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

1. Welcome and instruction of newly-elected board members by the president.
2. Call for nominations for president to serve during the ensuing year.
3. Election of a president.
4. Assumption of office by the new president.
5. Call for nominations for vice-president to serve during the ensuing year.
6. Election of a vice-president and legislative representative.

Policies and bylaws shall continue from year to year and board to board until and unless the board changes them.

Legal References: RCW 28A.330.010	Board president, vice-president or president pro tempore — Secretary
RCW 28A.330.020	Certain board elections, manner and vote required — Selection of personnel, manner
RCW 28A.330.050	Duties of superintendent as secretary of the board
RCW 28A.400.030	Superintendent Duties
RCW 29A.20.040	Local elected officials, commencement of term of office — Purpose

ADOPTED: August 14, 1980

REVISED: October 23, 2003; July 11, 2013

MEETING MINUTES

- September 28, 2023 Regular Board Meeting



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Superintendent

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Tumwater School District School Board Meeting Minutes

Location: District Office & YouTube
621 Linwood Ave. SW
Tumwater, WA 98512
September 28, 2023
6:00 pm

Board Members Present: Casey Taylor, Melissa Beard, Darby Kaikkonen, Jill Adams, Kevin Bogatin (Secretary)

Board Member Excused: Scott Killough

Vice-President Kaikkonen 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. She then led everyone in the flag salute.

Agenda Discussion/Approval

- Agenda Changes: Superintendent Bogatin shared that there are updates to the previously published version of the agenda. The agenda was unanimously approved.

Review of Minutes

The Board has reviewed the August 24, 2023 Regular Board Meeting and the September 14, 2023 Special meeting and Work Session minutes and there no changes. The minutes were approved unanimously.

Consent Agenda

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

New Hires	Position	Location	Status	Group
Meagan Mackenzie	Teacher	LRE	1.0 FTE (Continuing 2023-2024)	TEA
Katrina Thulin	Teacher	BMS	1.0 FTE (Continuing 2023-2024)	TEA
Nason Weller	Assistant Football Coach	BHHS	Effective September 15, 2023	N/A
Kimberly Forcier	Paraprofessional	THE	Effective September 18, 2023	TAP
Annette Pasquariello	Substitute Administrator		Effective September 20, 2023	N/A

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

“Continuous Student Learning in a Caring, Engaging Environment”

Patricia Kilmer	Substitute Administrator		Effective September 19, 2023	N/A
Bailey Castleberry-Taylor	Teacher	PGS	1.0 FTE (Continuing 2023-2024)	TEA
Karina Rogers	Paraprofessional	SL	One Year Only position, effective September 22, 2023	TAP
Justine Nemeth	Paraprofessional	BLE	Impact position, effective September 19, 2023	TAP
Jose Cardoso	Assistant Football Coach	BHHS	Effective September 12, 2023	N/A
Konnor Kelly	Paraprofessional	Transportation	One Year Only, effective September 21, 2023	TAP
Adjusted:				
Eileen Rodriguez	Paraprofessional	EOE	From THE to EOE, effective September 25, 2023	TAP
Lou Unis	Bus Driver	Transportation	From 5.75 hours per day to 5.87 hours per day, effective September 18, 2023	PSE
Mike Rolfs	Bus Driver	Transportation	From 4.75 hours per day to 4.83 hours per day, effective September 18, 2023	PSE
Laurie Williams	Paraprofessional	Transportation	From 5.42 hours per day to 6.95 hours per day, effective September 13, 2023	TAP
Allison Bezanson	Teacher	LRE	From 1.0 FTE to 1.2 FTE effective September 21, 2023	TAP
Andie Harper	Cook	THE	From 6 hours per day to 6.5 hours per day, effective September 1, 2023	PSE
Amanda Jacobs	Paraprofessional	THE	From 3.43 hours to 4.43 hours, from September 22, 2023 through February 2, 2024	TAP
Leaves:				
Tammy Hicks	Paraprofessional	MTS	Intermittent Leave of Absence for the 2023-2024 school year	TAP
Resignation:				
Erica Hutchinson	Asst Girls Basketball Coach	THS	Effective September 11, 2023	N/A
Joshua Parker	Bus Driver Trainee	Transportation	Effective September 19, 2023	PSE

Kelly Konnor	Bus Driver Trainee	Transportation	Effective September 18, 2023	PSE
Ronald Fleming	Bus Driver	Transportation	Effective September 22, 2023	PSE
Retirement:				
Kimberly Stutzman-UPDATED	Building & Grounds Coordinator	B&G	Effective date 11/30/2023	PSE
Termination:				
Kailie Storm	Assistant Volleyball Coach	BHHS	Effective September 19, 2023	N/A
Co-Curricular:				
Jackson Martin	Head Girls Golf Coach	BHHS	Effective September 12, 2023	N/A
Michael Anchors	Assistant Football Coach	BMS	Effective September 21, 2023	N/A
Joshua Wilson	Assistant Football Coach	BMS	Effective September 21, 2023	N/A

➤ Payroll and Vouchers

FUND NAME	WARRANTS (INCLUSIVE)	AMOUNT
<u>GENERAL FUND:</u>		
Payroll		
Payroll Taxes		\$ 1,286,012.90
Direct Deposit		\$ 3,635,943.65
Payroll Benefit Wire Transfer		\$ 1,161,119.19
Accounts Payable -Payroll	72806054 to 72806060	\$ 14,570.69
Accounts Payable	72221572 to 72221586	\$ 147,571.04
Accounts Payable	72221587 to 72221587	\$ 61.75
Accounts Payable	72221588 to 72221601	\$ 287,013.36
Accounts Payable	72221602 to 72221617	\$ 113,530.46
Accounts Payable	72221618 to 72221638	\$ 1,281,188.29
Accounts Payable	72221639 to 72221649	\$ 78,994.25
Accounts Payable	72221674 to 72221674	\$ 165,787.59
Accounts Payable ACH		\$ 27,460.53
Accounts Payable ACH		\$ 171,410.75
Accounts Payable ACH		\$ 53,376.00
Accounts Payable ACH		\$ 4,250.00
Accounts Payable ACH		\$ 142,948.89
Accounts Payable ACH		\$ 81,962.48
Accounts Payable ACH		\$ (64,115.90)
Accounts Payable ACH		\$ 324,458.07
Accounts Payable ACH		\$ 194,416.56
ACH Rejection		
Voided Warrants		
Accounts Payable - COMP TAX		\$ 14,051.14
TOTAL GENERAL FUND:		\$ 9,122,011.69

CAPITAL PROJECTS FUND:

Accounts Payable	72012648	to	72012648	\$	600,211.18
Accounts Payable	72012649	to	72014950	\$	17,791.69
Accounts Payable	72012651	to	72012653	\$	253,397.80
Accounts Payable		to			
Accounts Payable ACH				\$	3,806.57
Accounts Payable ACH				\$	205,476.47
Accounts Payable ACH				\$	15,752.53
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP TAX					
TOTAL CAPITAL PROJECTS FUND:				\$	1,096,436.24

ASSOCIATED STUDENT BODY FUND:

Accounts Payable	72442255	to	72442257	\$	7,032.88
Accounts Payable	72442258	to	72442258	\$	40.00
Accounts Payable		to			
Accounts Payable		to			
Accounts Payable ACH				\$	538.16
Accounts Payable ACH					
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP TAX					
TOTAL ASSOCIATED STUDENT BODY FUND:				\$	7,611.04

PRIVATE PURPOSE FUND:

Accounts Payable	72700587	to	72700587	\$	1,500.00
Accounts Payable		to			
Accounts Payable ACH					
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP TAX					
TOTAL PRIVATE PURPOSE FUND:				\$	1,500.00

TRANSPORTATION VEHICLE FUND:

Accounts Payable		to			
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TOTAL TRANSPORTATION VEHICLE

FUND: \$ _____

- Budget Status Report
- CTE 4 Year Action Plan 2023-2027
- Capital Projects Contract Change Orders – Change Order #2 for the BLE & THS boiler replacements contract; Change Order #1 for the BLE & MTS illness room renovations construction contract; Change Order #3 for the LINCS modular building contract.
- 23-24 Tumwater Office Professionals Association (TOPA) Salary Schedule

Recognition

- Michelle Paul
- Association Presidents

School Updates

- New Principals – Back to School. Elliott Hedin, Heidi Center-Howden, Matt Ishler, Zach Suderman and Brittney LaPalm presented.

Student Board Reports

- Lilly Wilson (BHHS) – The year has started off well. She shared that Club Fair was last Friday; Homecoming is October 7th; Spirit Week is next week; Spirit Fire/Open House is Saturday, September 30th.
- Lyn Hepp (CHS) – This year has been a refreshing start. The school has a new three-day AM/PM with advisory schedule and freshman have been added. She likes that more students can experience the school.
- Ameiya Brown (THS) – She shared that they have a couple of new clubs: Chess Club and a club that is a combination of Ignite and Girls Who Code. The Senior Class is starting to meet. Homecoming is October 14th. “The Talon” published an article about suicide awareness month and she thought it was great because it reaches a lot of people.

Public Comment Reminder

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

Public Comment

- Agenda and Non-Agenda Items: Becky Parsons stated that one person signed up to address the Board. Jeff Curry spoke regarding retaliation for whistleblowing.

Reports to the Board

- 1st Reading Policy 3246, Restraint, Isolation and Other Uses of Reasonable Force. Chris Burgmeier presented.
- 1st Reading Policy 5281, Disciplinary Action and Discharge. Wendy Bromley presented.
- 1st Reading Policy 5401, Sick Leave. Wendy Bromley presented.
- 1st Reading Policy 5406, Leave Sharing. Wendy Bromley presented.

- 1st Reading Policy 6700, Nutrition, Health and Physical Education. Bob Gibson presented.
- Financial Services Update. Melissa Richter presented.
- Capital Facilities Summer Projects. Mel Murray presented.

Action Items

- 2nd Reading and recommended approval of Policy 6225, Use of Electronic Signatures. Shawn Batstone presented.
Director Taylor/Director Beard, Motioned/Seconded (M/S) to approve Policy 6225. The motion passed unanimously.

Superintendent's Report

Superintendent's Report: Superintendent Bogatin presented on ADHD Awareness Month, WSSDA General Assembly conference, an update on school construction bonds, an EPO Levy timeline and the TSD hosted Safety Fair.

Board Committee Reports

- Legislative Update: Director Beard reported that at the WSSDA General Assembly conference they voted down the weighed vote. This was the highest attended conference in many years. She will be sending the prioritization list out soon. The biggest change were live amendments and the diversity statement. There was also a new position on artificial intelligence.
- WIAA Update: Director Taylor shared we are in the final year of the reclassification process. BHHS and THS will remain 2A. Thurston County is looking at a multi-classification league that will reduce travel and officiating costs and allow for parents to attend more events. The middle school level is looking adjusting sports seasons. Fall participation numbers are: THS - 335, BHHS - 220, BMS – 109 and TMS – 127.

Board Member Comments

- Director Taylor: He spoke about transportation and the district's communication about attendance. We have kids that are missing school because of late routes and rotating routes. This is a problem that needs to be addressed. He would like to see significant changes to the transportation issues. He realizes that this won't be an easy fix, but we all need to come together to make a difference.
- Vice-President Kaikkonen: She thanked the parents who made public comment at the last meeting regarding transportation. She appreciated the level of grace that was offered in terms of describing the potential solution by way of training.
- Director Beard: She thanked Superintendent Bogatin for the background sheets that have been added to the board packets. She also didn't know that it was ADHD Awareness Month. Her daughter was diagnosed with ADHD when she was a sophomore in high school and only then because she begged to be tested. Many teachers in this district told her daughter that something was wrong with her. She hopes that bringing attention to ADHD that our students get the accommodations they need to be successful.

- Director Adams: She welcomed the student reps; she finds their participation very valuable. She also enjoyed the recognition part of the meeting. She's interested in the artificial intelligence position WSSDA is taking; it's a major change that will be important to follow. She agrees with Director Taylor regarding the Nutrition Policy around recess then lunch, but wonders how to address it at the middle and high school levels.
- Ameiya Brown: She thinks that the WSSDA policy is good to have and the annual reporting of restraint and isolation is good to have because it's good to know what's going on at our schools.
- Lilly Wilson: She found the nutrition policy interesting. She's never considered having recess first and then lunch, but she thinks it's a good idea.

Adjourn Regular Meeting

With no further business coming before the Board, the Regular Board Meeting adjourned at 7:59 PM.

Recorded by:
Becky Parsons

Signed this 26th day of October 2023.

Board Member

Board Secretary

CONSENT AGENDA

- Personnel Report: Questions can be directed to Wendy Bromley.
- Payroll and Vouchers: Questions can be directed to Melissa Richter.
- Capital Projects Contract Change Orders – Change Order #1, #2 and #3 for the LINC S Modular building contract: Questions can be directed to Mel Murray.
- Capital Projects Acceptance of Contract as Complete – TMS Seismic Upgrades Construct, Inc.: Questions can be directed to Mel Murray.
- 23-24 Non-Rep/Admin Salary Schedule: Questions can be directed to Wendy Bromley.



Tumwater School District

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Kevin Bogatin
 Superintendent

October 20, 2023

TO: School Board
 FROM: Human Resources
 SUBJECT: Personnel Report

Preliminary Report

New Hires	Position	Location	Status	Group
Angelique Gourley	TOSA	SL	1.0 FTE Continuing effective October 2, 2023	TEA
Nicole Arsenaault	Food Services Substitute	Food Services	Effective September 29, 2023	PSE
Samantha Wilkie	Paraprofessional	EOE	Impact position, effective October 3, 2023	TAP
Sasha Utter	Custodial Sub	B&G	Effective October 2, 2023	PSE
Teresa Neat	Paraprofessional	BLE	Impact position, effective October 2, 2023	TAP
Autumn Klump	Paraprofessional	EOE	Impact position, effective October 4, 2023	TAP
Christina Salazar	SLP	SS	0.7 FTE Continuing effective October 16, 2023	TEA
Michael Christie	Custodian	MTS	Effective October 23, 2023	PSE
Thu Mickelson	Paraprofessional	TMS	One Year Only, effective October 19, 2023	TAP
Angela Ader	Food Services Substitute	Food Services	Effective October 19, 2023	PSE
Sarah McGovern	Food Services Substitute	Food Services	Effective October 19, 2023	PSE
Kahlil Bredeson	Assistant Girls Soccer Coach	BHHS	Effective August 30, 2023	N/A
Ronald Lugar	Assistant Girls Volleyball Coach	BHHS	Effective October 2, 2023	N/A
Carmen Luca	Assistant Girls Basketball Coach	THS	Effective October 9, 2023	N/A
Hari-Jordan Scott	Assistant Girls Basketball Coach	BMS	Effective October 11, 2023	N/A
Jace Feldmeier	Assistant Girls Basketball Coach	TMS	Effective October 16, 2023	N/A
Joshua Sproul	Assistant Girls Basketball Coach	TMS	Effective October 16, 2024	N/A
Adjusted:				
Anthony Neff	Teacher	CHS	From 0.8 FTE to 1.0 FTE, effective the 2023-2024 school year	TEA
Christian Rosbach	Bus Driver	Transportation	From 6.25 hours per day to 5.83 hours per day, effective 10/02/2023	PSE
Christy Miller	Bus Driver	Transportation	From 5.5 hours per day to 6.84 hours per day, effective October 2, 2023	PSE
Cozian Jacoby	Cook	THE	From Food Services Sub to 6.5 hours per day, effective October 2, 2023	PSE
Dylan Mackenzie	Paraprofessional	BLE	From 3.5 hours per day (4 days per week) to 6.5 hours per day (2 days per week) and 3.5 hours per day (2 days per week)	TAP
Faith Landry	Bus Driver	Transportation/ Food Services	From 5.92 hours per day Bus Driver, adding substitute cook with varying hours effective September 14, 2023	PSE
Jack Sergioen	Bus Driver	Transportation	From 6.08 hours per day to 7.14 hours per day, effective October 2, 2023	PSE
Kelly Anderson	Paraprofessional	MTS	From 3.5 hours per day to 6.5 hours per day, effective October 9, 2023	TAP
Laura Allison	School Nurse	SS	From 0.2 FTE to 0.4 FTE effective October 2, 2023	TEA
Lou Unis	Bus Driver	Transportation	From 7.33 hours per day to 5.87 hours per day, effective September 20, 2023	PSE
Samantha Reed	Bus Driver	Transportation	From 5.58 hours per day to 6.33 hours per day, effective October 9, 2023	PSE
Sarah Wyrembek	School Nurse	SS	From 0.8 FTE to 0.6 FTE effective October 2, 2023	TEA

BOARD OF DIRECTORS

MELISSA BEARD CASEY TAYLOR SCOTT KILLOUGH DARBY KAIKKONEN JILL ADAMS

"Continuous Student Learning in a Caring, Engaging Environment"

Shannon Leon	B&G Coordinator	B&G	From 8 hour per day Warehouse Tech/Support Services Tech to 8 hour per day B&G Coordinator, effective October 9, 2023	PSE
Stephan Derout	Safety and Security Manager	DO	From 6.0 hours per day to 2.0 hours per day, effective September 25, 2023	NON REP
Kathleen Haviland	Assistant Cook	PGS	From 3 hours per day Assistant Cook (TMS) to 4 hours per day Assistant Cook (PGS), effective October 11, 2023	PSE
Steven Sept	Bus Driver	TR	From sub driver to 6 hours per day bus driver, effective October 13, 2023	PSE
Melissa Merten	Nurse	SS	From 1.0 FTE to 0.6 FTE, effective November 13, 2023	TEA
Keri O'Hara	Paraprofessional	TMS	From 5.5 hours per day to 6.5 hours per day, effective October 16, 2023	TAP
Teri Guard	Bus Driver	Transportation	From 6.42 hours per day to 6.25 hours per day, effective October 1, 2023	PSE
Leaves:				
Connie Unis	Bus Driver	Transportation	Leave of Absence, beginning October 4, 2023 for 8-12 weeks	PSE
Lou Unis	Bus Driver	Transportation	Intermittent Leave of Absence, beginning October	PSE
Denise Shiroma	SLP	SS	Leave of Absence, beginning October 16, 2023 for 0.4 FTE Leave of absenced, effective the 2023-2024 school year	TEA
Monika Kulgowski	Teacher	BHHS		TEA
Resignation:				
Zach Grate	Assistant Boys Basketball Coach	BHHS	Effective September 29, 2023	N/A
Ryan Robertson	Teacher	EOE	Effective October 13, 2023	TEA
Deb Jones	Benefits Coordinator	DO	Effective January 5, 2024	NON REP

Tumwater School District

Affidavit covering payment of payroll, invoices, and voids for General Fund, Capital Projects Fund, Associated Student Body Fund, Private Purpose Trust Fund and Transportation Vehicle Fund for the month of September 2023.

DATE: October 26, 2023

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 Financial Services Office staff and were found to be correct.

Melissa Richter, Executive Director of Financial Services

County, Washington, as listed below, have been allowed by the School Board of this district.

FUND NAME	WARRANTS (INCLUSIVE)	AMOUNT
GENERAL FUND:		
Payroll		
Payroll Taxes		\$ 1,521,506.67
Direct Deposit		\$ 4,093,922.43
Payroll Benefit Wire Transfer		\$ 1,121,437.66
Accounts Payable -Payroll	72806061 to 72806079	\$ 45,535.07
Accounts Payable	72221650 to 72221673	\$ 55,086.15
Accounts Payable	72221675 to 72221677	\$ 897.25
Accounts Payable	72221678 to 72221695	\$ 292,846.88
Accounts Payable	72221696 to 72221696	\$ 3,337.58
Accounts Payable	72221697 to 72221715	\$ 105,481.36
Accounts Payable	72221716 to 72221734	\$ 1,210,420.65
Accounts Payable	72221735 to 72221735	\$ 291.23
Accounts Payable	72221736 to 72221751	\$ 43,800.81
Accounts Payable	72221752 to 72221752	\$ 7,800.00
Accounts Payable ACH		\$ 25,818.38
Accounts Payable ACH		\$ 406,369.68
Accounts Payable ACH		\$ 2,450.41
Accounts Payable ACH		\$ 359,930.25
Accounts Payable ACH		\$ 114,494.41
Accounts Payable ACH		\$ 320,785.23
ACH Rejection		\$ (46.09)
Voided Warrants		
Accounts Payable - COMP TAX		\$ 7,885.82
TOTAL GENERAL FUND:		\$ 9,740,051.83

CAPITAL PROJECTS FUND:		
Accounts Payable	72012654 to 72012654	\$ 4,300.00
Accounts Payable	72012655 to 72012657	\$ 79,986.87
Accounts Payable	72012658 to 72012659	\$ 184,032.16
Accounts Payable ACH		\$ 641,891.45
Accounts Payable ACH		\$ 144,215.24
Accounts Payable ACH		\$ 491,707.22
Voided Warrants		
Accounts Payable - COMP TAX		
TOTAL CAPITAL PROJECTS FUND:		\$ 1,546,132.94

ASSOCIATED STUDENT BODY FUND:		
Accounts Payable	72442259 to 72442260	\$ 1,525.00
Accounts Payable	72442261 to 72442263	\$ 10,625.00
Accounts Payable	72442264 to 72442269	\$ 6,025.88
Accounts Payable	72442270 to 72442272	\$ 1,401.27
Accounts Payable ACH		\$ 5,142.09
Accounts Payable ACH		\$ 45,759.96
Accounts Payable ACH		\$ 9,170.94
Accounts Payable ACH		\$ 19,795.95
Voided Warrants		
Accounts Payable - COMP TAX		\$ 414.89
TOTAL ASSOCIATED STUDENT BODY FUND:		\$ 99,860.98

PRIVATE PURPOSE FUND:		
Accounts Payable	72700588 to 72700589	\$ 953.52
Accounts Payable	to	
Accounts Payable ACH		
Accounts Payable ACH		
Voided Warrants		
Accounts Payable - COMP TAX		
TOTAL PRIVATE PURPOSE FUND:		\$ 953.52

TRANSPORTATION VEHICLE FUND:		
Accounts Payable	to	
TOTAL TRANSPORTATION VEHICLE FUND:		\$ -

Board of Directors of Tumwater School District No. 33

I, Kevin Bogatin, being duly sworn, depose and say: That I am the Secretary to the Board of Tumwater School District No. 33, Thurston County, Washington, and that the above signatories are personally known to me and have signed these statements in my presence.



DATE: October 26, 2023
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: Consent Agenda
Capital Projects Contract Change Orders

Change Order #1 for the LINCS Modular construction contract is attached.

Change Order #2 for the LINCS Modular construction contract is attached.

Change Order #3 for the LINCS Modular construction contract is attached.

These change orders are recommended for approval. Please contact me with any questions.



Tumwater School District

REVISED SEPTEMBER 27, 2023

CHANGE ORDER #1

OWNER X
ARCHITECT X
CONTRACTOR X
FIELD
OTHER

PROJECT: **LINGS Modular, Construction** CHANGE ORDER NO.: **One**
DATE: **September 19, 2023**
TO CONTRACTOR: **Iversen & Sons, Inc.** CONTRACT DATE: **May 1, 2023**
PO Box 14730 INITIAL CONTRACT AMOUNT: **\$249,040.00**
Tumwater, WA 98511

The Contract is changed as follows:

Change Order #1 Plumbing **\$1,710.54**
Total Change Order # 1 **\$1,710.54**

This change order provides for all compensation arising directly or indirectly for this work including money, time and impact compensation

Not valid until signed by the Owner, Architect and Contractor.

Net change by previously authorized Change Orders **\$0.00**
The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was **\$249,040.00**
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (decreased) (unchanged) by this Change Order in the amount of **\$1,710.54**
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be **\$250,750.54**
The Contract Time will be (increased) (decreased) (unchanged) by zero calendar **(-0-) days.**
The date of Substantial Completion as of the date of this Change Order therefore is: **September 25, 2023**

NOTE: This summary does not reflect changes in the Contract sum, Contract Time or Guaranteed Maximum Price which will have been authorized by Construction Change Directive.

ENGINEER
LDC
20210 142nd Ave NE
Woodinville WA 98072
BY *Ross Jarvis*
DATE **09/27/2023**

CONTRACTOR
Iversen & Sons, Inc.
PO Box 14730
Tumwater, WA 98511
BY *[Signature]*
DATE **9/27/23**

OWNER
Tumwater School District
621 Linwood AVE SW
Tumwater WA 98512
BY **Mel E. Murray**
DATE **9/27/2023**

Digitally signed by Mel E. Murray
DN: cn=Mel E. Murray, ou=Tumwater School
District, email=mel.murray@tumwater.k12.wa.us, c=US
Date: 2023.09.27 15:23:07 -0700



Tumwater School District

REVISED SEPTEMBER 27, 2023

CHANGE ORDER #2

OWNER X
ARCHITECT X
CONTRACTOR X
FIELD
OTHER

PROJECT: **LINCS Modular, Construction** CHANGE ORDER NO.: **Two**
DATE: **September 18, 2023**
TO CONTRACTOR: **Iversen & Sons, Inc.** CONTRACT DATE: **May 1, 2023**
PO Box 14730 INITIAL CONTRACT AMOUNT: **\$249,040.00**
Tumwater, WA 98511

The Contract is changed as follows:

Change Order #2 Additional parking lot striping \$1,819.00
Total Change Order #2 \$1,819.00

This change order provides for all compensation arising directly or indirectly for this work including money, time and impact compensation

Not valid until signed by the Owner, Architect and Contractor.

Net change by previously authorized Change Orders \$1,710.54
The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was \$250,750.54
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (decreased) (unchanged) by this Change Order in the amount of \$1,819.00
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be \$252,569.54

The Contract Time will be (increased) (decreased) (unchanged) by zero calendar (-0-) days.
The date of Substantial Completion as of the date of this Change Order therefore is: **September 25, 2023**

NOTE: This summary does not reflect changes in the Contract sum, Contract Time or Guaranteed Maximum Price which will have been authorized by Construction Change Directive.

ENGINEER
LDC
20210 142nd Ave NE
Woodinville WA 98072
BY Ross Garms
DATE 09/27/2023

CONTRACTOR
Iversen & Sons, Inc.
PO Box 14730
Tumwater, WA 98511
BY [Signature]
DATE 9/27/23

OWNER
Tumwater School District
621 Linwood AVE SW
Tumwater WA 98512
BY Mel E. Murray
DATE 9/27/2023

Digitally signed by Mel E. Murray
DN: cn=Mel E. Murray, o=Tumwater School District,
c=US, email=murray@tumwater.k12.wa.us, ou=US
Date: 2023.09.27 15:20:42Z



**Tumwater
School District**

REVISED SEPTEMBER 27, 2023

CHANGE ORDER #3

OWNER X
ARCHITECT X
CONTRACTOR X
FIELD
OTHER

PROJECT: **LINCS Modular, Construction** CHANGE ORDER NO.: **Three**
DATE: **September 22, 2023**

TO CONTRACTOR: **Iverson & Sons, Inc.** CONTRACT DATE: **May 1, 2023**
PO Box 14730 INITIAL CONTRACT AMOUNT: **\$249,040.00**
Tumwater, WA 98511

The Contract is changed as follows:

Change Order #3 Additional placement of HDMI cables. **\$1,681.59**
Total Change Order #3 **\$1,681.59**

This change order provides for all compensation arising directly or indirectly for this work including money, time and impact compensation

Not valid until signed by the Owner, Architect and Contractor.

Net change by previously authorized Change Orders **\$3,529.54**
The (Contract Sum) (~~Guaranteed maximum Price~~) prior to this Change Order was **\$252,589.54**
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (decreased) (unchanged) by this Change Order in the amount of **\$1,681.60**
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be **\$254,251.13**

The Contract Time will be (increased) (decreased) (unchanged) by zero calendar **(-0-) days.**
The date of Substantial Completion as of the date of this Change Order therefore is: **September 25, 2023**

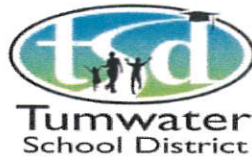
NOTE: This summary does not reflect changes in the Contract sum, Contract Time or Guaranteed Maximum Price which will have been authorized by Construction Change Directive.

ENGINEER
LDC
20210 142nd Ave NE
Woodinville WA 98072
BY *Ross Garvin*
DATE 09/27/2023

CONTRACTOR
Iverson & Sons, Inc.
PO Box 14730
Tumwater, WA 98511
BY *[Signature]*
DATE 9/27/23

OWNER
Tumwater School District
621 Linwood AVE SW
Tumwater WA 98512
BY *Mel E. Murray*
DATE 9/27/2023

Digitally signed by Mel E. Murray
DN: cn=Mel E. Murray, o=Tumwater School District,
ou=Facilities, email=murray@tumwater.k12.wa.us, c=US
Date: 2023.09.27 15:58:59 -0700



DATE: October 26, 2023
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: Consent Agenda:
Acceptance of Contract as Complete

All work has been completed and closeout documents submitted per the contract for the project listed below.

Board acceptance of this contract as complete will allow us to notify State agencies of the completion and start the 60-day waiting period for payment of the retainage required on public works projects.

TMS Seismic Upgrades

Construct, Inc.

Initial Contract	\$151,400.00
Change Orders	\$ <u>164.57</u>
Contract Total	\$151,564.57
Retainage 5%	\$ 7,578.23

2% increase

NON-REP TECHNICIAN - BA x/xx/xxxx		Sub 94	Step 1	Step 2	Step 3	Step 4	Step 5
15	Network Technician I	24.77	29.14	29.90	30.66	31.45	32.25
15	Network Technician II	29.67	34.90	35.80	36.72	37.66	38.63
15	Network Technician III	31.57	37.14	38.09	39.07	40.07	41.10
15	System Administrator	37.10	43.65	44.77	45.91	47.09	48.30
NON-REP MANAGERS - BA x/xx/xxxx/		Sub 94	Step 1	Step 2	Step 3	Step 4	Step 5
18	Accounting Manager (FLSA Exempt)		104,023	106,690	109,426	112,232	115,109
18	Project Manager (FLSA Exempt)		98,814	101,347	103,946	106,611	109,345
18	Network Manager	37.68	44.33	45.47	46.63	47.83	49.06
18	Safety and Security Manager		40.90	41.95	43.02	44.13	45.26
NON-REP DISTRICT SUPPORT STAFF - BA x/xx/xxxx		Sub 94	Step 1	Step 2	Step 3	Step 4	Step 5
20	Superintendent's Executive Assistant (FLSA Exempt)		87,516	89,760	92,062	94,422	96,844
20	Asst Superintendent's Executive Assistant		79,207	81,238	83,321	85,458	87,649
20	Benefits Coordinator	32.39	38.10	39.08	40.08	41.11	42.16
20	Payroll Coordinator	32.39	38.10	39.08	40.08	41.11	42.16
20	Human Resources Coordinator	32.39	38.10	39.08	40.08	41.11	42.16
20	Human Resources Specialist II	29.41	34.60	35.49	36.40	37.33	38.29
20	Human Resources Specialist I	23.89	28.10	28.83	29.56	30.32	31.10
NON-REP SCHOOL SUPPORT STAFF - BA x/xx/xxxx		Sub 94	Step 1	Step 2	Step 3	Step 4	Step 5
19	Licensed Practical Nurse	26.08	30.68	31.47	32.27	33.10	33.93
29	Campus Supervisor	24.29	28.58	29.31	30.06	30.83	31.60
25	Non Rep SLPA/COTA/PTA	30.74	36.17	37.10	38.05	39.03	40.00
25	Brailist/Interpreter SLI	30.74	36.17	37.10	38.05	39.03	40.00
30	Registered Behavior Tech	30.74	36.17	37.10	38.05	39.03	40.00

ADMINISTRATORS - BA XX/XX/XXXX

	Step 1	Step 2	Step 3	Step 4	Step 5
05 Superintendent	221,979				
07A Assistant Superintendent	175,283	179,777	184,387	189,115	193,964
07 Executive Director of Human Resources	174,265	178,734	183,316	188,017	192,838
08A Executive Director of Financial Services	174,265	178,734	183,316	188,017	192,838
08B Executive Director of Special Services	164,508	168,725	173,052	177,489	182,040
10 Director of Communications & Community Relations	129,806	133,136	136,548	140,050	143,642
14 Executive Director of Facilities & Capital Projects	129,679	133,004	136,414	139,912	143,500
13 Supervisor of CTE, Math, and Science	147,912	151,706	155,595	159,585	163,666
50 Executive Director of New Market Skills Center	145,154	149,657	154,162	158,665	163,169
50 Director of Student Services at NMSC	128,461	132,447	136,433	140,419	144,405
14 Director of Technology	134,095	137,534	141,061	144,678	148,388
13 Supervisor of Secondary Education 6-12	147,912	151,706	155,595	159,585	163,666
13 Supervisor of Elementary Education K-5	147,912	151,706	155,595	159,585	163,666

PRINCIPALS - BA x/xx/xxxx

	Sub 94	Step 1	Step 2	Step 3	Step 4	Step 5
09 High School Principal	90.66	155,938	160,540	165,142	169,744	174,346
09 Middle School Principal	84.39	145,154	149,657	154,162	158,665	163,169
09 Elementary School Principal	80.82	139,022	140,645	144,591	148,539	156,019
09 High School Assistant Principal	81.82	140,730	144,158	147,583	151,009	154,483
09 Middle School Assistant Principal	75.79	130,345	134,239	138,132	142,026	145,919
09 Elementary Assistant Principal	72.05	123,936	127,118	130,375	133,633	136,890
09 Cascadia High School Stipend		TBD				

CLASSIFIED SUPERVISORS - BA x/xx/xxxx

	Step 1	Step 2	Step 3	Step 4	Step 5
14 Supervisor of Food Services	109,541	112,349	115,229	118,184	121,215
14 Supervisor of Building and Grounds	113,668	116,582	119,572	122,638	125,782
14 Supervisor of Transportation	113,668	116,582	119,572	122,638	125,782
14 Assistant Supervisor of Transportation	99,077	101,098	103,162	105,807	108,520
14 Assistant Supervisor of Building and Grounds	89,113	91,398	93,742	96,146	98,611

PUBLIC HEARING

- Capital Facilities Plan 2023-2029 – Public Hearing Highlights

DATE: October 19, 2023
TO: Tumwater School Board of Directors
FROM: Mel Murray, Facilities Director
SUBJECT: **Capital Facilities Plan 2023 - 2029
Public Hearing Highlights**

Each year the six-year Tumwater School District Capital Facilities Plan (CFP) is updated by the Capital Projects Department as required under the Growth Management Act (GMA). Enrollment projections are compared to our school capacity. The plan determines if new facilities or additions to existing ones are needed, their costs, funding sources and schedule in order to have capacity for additional students. Our CFP is incorporated by the City of Tumwater and Thurston County into their Capital Facility Plans. October headcount enrollment is used for projections.

Chapters 1-3, Table 1 and Attachment 'A'

1. Chapter 1 is the introduction and an overview of the Plan and Chapter 2 is a background of growth legislation. The GMA intent is to ensure adequate public facilities are available to serve new growth.
2. Chapter 3 is a general description of Tumwater School District and the rationale behind capacity calculations. The number of general education classrooms is used with a blended average of 22 students per elementary classroom and 25 students per middle and high school classroom.
3. Table 1 shows the capacity and student enrollment summed by elementary, middle and high school grade spans. The GMA (and OSPI) look at capacity system-wide and not by individual schools. Also, modular (portable) classrooms are deemed temporary and not permanent capacity.

Chapter 4 & Table 2

1. Chapter 4 and Table 2 cover the enrollment (headcount) forecast by grade level for the next six years. Attachment 'D' is an enrollment forecast study done in 2018 before the elementary attendance boundary changes and the COVID pandemic.
2. Enrollment growth projections are summed each year by elementary, middle and high school grade spans. The CFP enrollment projection is to determine capacity needed. It is not used to estimate general fund revenue or staffing levels.
3. The Student Generation Rate study is in Attachment 'C'. The study compares all student addresses with the addresses of building permits issued for single- and multi-family homes for the preceding five years.

Chapter 5 & Table 3

1. These match capacity in Table 1 with growth in Table 2. It shows a new elementary school is needed in 2027 or 2028 depending on how fast new housing is built.

Chapters 6-7 & Table 4

1. Chapter 6 reviews the sources of funds for school construction projects. These are bonds, capital levies, miscellaneous sources like grants or energy rebates, and the state School Construction Assistance Program (SCAP). SCAP funds used to be called "matching

funds” but the actual percentage of total school construction project costs has been declining year after year until the term “matching” has become a misnomer.

2. The 2023 TSD “state funding assistance percentage” is 62.23%. This means we have less than the State average assessed value per student. The “construction cost allocation” is \$271.61 per square foot of eligible building area in 2023. The TSD allocation would be $\$271.61 \times 62.23\% = \$169.02/\text{SF}$; new schools in the Puget Sound area are currently being built for over \$500 per square foot.
3. Table 4 is an estimate of costs for a new elementary school and portables. Construction costs have gone up by 33% over the past two years for new schools and has raised the overall project cost from \$45 million to over \$60 million.
4. Attachment B has a map of TSD vacant lands and conceptual school site plans for three potential elementary and one middle school sites. The site on 93rd Avenue SE would likely be the location of the new elementary school.

Chapter 8 & Table 5

1. The financial plan provides the details of District plans for capital projects and the source of funds. Growth-related projects are a new elementary school and portables for temporary capacity. Other projects include major renovations at Bush Middle and Tumwater Middle Schools and minor unspecified renovations at both high schools.
2. Revenues come from four main sources – remaining capital funds, future bonds, current and future capital levies, future State grants, impact fees and miscellaneous sources.
3. Table 5 projects capital expenditures and revenues for the next six years.

Chapters 9-10 & Tables 6 - 7

1. These chapters and tables use our current assessed valuation, debt capacity and current debt to establish the TSD capacity for future bond issues.
2. The 2023 valuation increased by 27.6% from \$7.479 to \$9.539 billion. New construction has added a large amount of value in TSD. The estimated growth for 2024 is 1.8%
3. Current bond debt is decreasing and all current bonds will be paid off in 2033.
4. Debt capacity is calculated by using 5% of assessed valuation minus the bond debt. Capacity for new bonds in 2023 is over \$400 million.

Chapter 11 & Table 8, & Appendix B

1. These are the calculations for proposed TSD school impact fees this year. The Student Generation Rate is used to determine what the appropriate share of a new school is for each new housing unit. Credits for state funding and the present value of future property taxes are deducted.
2. Impact fees are collected by the City and County on behalf of the District through an inter-local agreement on new single-family and multi-family building permits. The proposed Impact Fees for 2023 are shown below:

Impact Fees:	2020 Fee	2021 Fee	2022 Fee	2023 Proposed Fee
Single-Family	\$4,996	\$5,006	\$5,408	\$5,565
Multi-Family	\$1,181	\$1,029	\$1,148	\$1,114

RECOGNITION

- Jill Giudice – WA State Secondary Level Art Educator of the Year



WASHINGTON
ART EDUCATION
ASSOCIATION

Washington Art Education Association
7345 164th Ave NE, STE 1145-1323
Redmond, WA 98052

9/30/2023

Dear Ms. Jill Giudice,

I am thrilled to extend my warmest congratulations to you on behalf of the Washington Art Education Association for being selected as the **Washington State Secondary Level Art Educator of the Year**.

This prestigious award recognizes your outstanding dedication, professionalism, innovation, service, advocacy, and excellence in the field of art education. In receiving these awards, recipients also become eligible for future nomination for regional and national recognition with the National Art Education Association.

Over the past 18 years, including your remarkable tenure of six years at Tumwater High School, you have shown unwavering dedication and passion for nurturing creativity and guiding your students toward meaningful art experiences. Through your visionary leadership, you have transformed the art program at Tumwater High School, expanding it from under attended classes to overflowing ones, filled beyond capacity.

Your advocacy for a diversified art curriculum has not only introduced digital photography and graphic design but also propelled the growth of advanced courses like Art II and III, significantly impacting the lives of your students. Your persistence and ingenuity in establishing a ceramics program, despite initial financial challenges, showcases your determination to offer a comprehensive and enriching 3-D art experience to the students.

Your teaching philosophy, centered around the well-being and growth of your students, has inspired countless individuals to embrace the world of art and education. Your innovative approach to grading, collaborative experiences, and involvement in the Renaissance program have fostered a sense of belonging and unity within the school community.

As an active member of WAEA, your extensive contributions to the field of art education through presentations and advocacy have made a lasting mark on your colleagues and the educational community. Your energy, enthusiasm, and dedication to the arts have made a significant difference and continue to inspire everyone around you.

Your unwavering commitment to making a significant difference within the Tumwater School District is palpable and admirable. You continue to exemplify the true essence of an educator and an advocate for the arts, creating a lasting impact on the lives of students and the community at large.

Thank you for your dedication and exceptional contributions to the field of art education. We are excited to honor you at the **awards ceremony** during the **WAEA Fall Conference on October 21st at noon at Cascade High School in Everett**. We look forward to celebrating your well-deserved achievement.

Sincerely,

Becky Broyles

WAEA Awards Chair and WAEA coPresident

Washington Art Education Association - waea.net - check out the awards page for more information

REPORTS TO THE BOARD

- 1st Reading Policy 3205, Sexual Harassment of Student Prohibited: Questions can be directed to Shawn Batstone.
- ABCS - Attendance: Questions can be directed to Shawn Batstone.
- Buildings & Grounds Update: Questions can be directed to Brian Hinkle.
- Financial Services Update – Enrollment, Budget Status Report, EPO Levy: Questions can be directed to Melissa Richter.

Revised

Tumwater School District Board Policy

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature that constitutes sexual harassment under Title IX or Chapter 28A.6430 RCW. The term "sexual harassment" under this policy relates to certain legal definitions, which are described below. The district will refer to those legal definitions when responding to potential sexual harassment.

The district prohibits sexual harassment of students by other students, employees, or third parties involved in district activities. Sexual harassment can occur adult-to-student, can occur student-to-student, or can be carried out by a group of students or adults, and The district will respond to sexual harassment even if the alleged harasser is not a part of the school staff or student body, will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees or third parties involved in school district activities.

Under federal and state law, Under Chapter 28A.640 RCW, the term the term "sexual harassment" means say include: unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature if:

- Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining an education or employment.
 - Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education or employment.
 - That conduct or communication has the purpose or effect of substantially interfering with an individual's educational or work performance, or of creating an intimidating, hostile, or offensive education or work environment.
-
- acts of sexual violence;
 - unwelcome sexual or gender-directed conduct or communication that interferes with an individual's educational performance or creates an intimidating, hostile, or offensive environment;
 - unwelcome sexual advances;
 - unwelcome requests for sexual favors;

- ~~sexual demands when submission is a stated or implied condition of obtaining an educational benefit;~~
- ~~sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.~~

A “hostile environment” has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student’s ability to participate in or benefit from the school’s program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Under Title IX, the term “sexual harassment” means conduct on the basis of sex that satisfies one or more of the following:

- An employee of the district conditioning the provision of an aid, benefit, or service on an individual’s participation in unwelcome sexual conduct.
- Conduct that creates a “hostile environment,” meaning unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity.
- “Sexual Assault,” as defined in 20 U.S.C. § 1092(f)(6)(A)(v); “dating violence,” as defined in 34 U.S.C. § 12291(a)(10); “domestic violence,” as defined in 34 U.S.C. § 12291(a)(8); or “stalking,” as defined in 34 U.S.C. § 12291(a)(30).

Investigation and District’s Response

If the district knows, or reasonably should know, ~~that about~~ sexual harassment, ~~has created a hostile environment,~~ it will promptly ~~investigate to determine what occurred and take~~ (1) ~~appropriate action to investigate, steps to resolve the situation.~~ If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and (2) effective steps reasonably calculated to end the sexual harassment, eliminate ~~any the~~ hostile environment, prevent its recurrence, and ~~as appropriate,~~ remedy its effects ~~as appropriate.~~ ~~The district will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.~~

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly ~~respond to sexual harassment; investigate to determine what occurred and take appropriate steps to resolve the situation,~~ to the extent that ~~the response such investigation~~ does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to ~~investigate and resolve~~ respond to sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff, or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating, and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time-lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX ~~or Civil Rights Compliance~~ Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

District/school staff, including employees, contractors, and agents ~~shall not~~ will not provide a recommendation of employment for an employee, contractor, or agent that the district/school, or the individual acting on behalf of the district/school, knows or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents/guardians, and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum, sexual harassment recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents/guardians, volunteers, and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee, and reproduced in each student, staff, volunteer, and parent handbook. Such notices will identify the District's Title IX eCoordinator and provide contact information, including the eCoordinator's email address.

Policy Review

The superintendent will make ~~an annual~~ triennial (every three years) report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, volunteers and parents/guardians in the review process.

- Cross References:
- 3207 - Prohibition of Harassment, Intimidation and Bullying
 - 3210 - Nondiscrimination
 - 3211 - Transgender Students **Gender Inclusive Schools**
 - ~~3240 - Student Conduct Expectations and Reasonable Sanctions~~
 - 3241 - Classroom Management, Discipline and Corrective Action
 - 5010 - Nondiscrimination and Affirmative Action
 - 5011 - Sexual Harassment of District Staff Prohibited
- Legal References:
- 20 U.S.C. [§§ 1681 et seq. 1681-1688](#)
 - [34 C.F.R. Part 106](#)
 - WAC 392-190-058 Sexual harassment
 - RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
- Management Resources:
- 2020 – August Issue**
 - 2015 - July Policy Alert
 - 2014 - December Issue
 - 2010 - October Issue

ADOPTION DATE: March 8, 2018

current

**Tumwater School District
Board Policy**

SEXUAL HARASSMENT OF STUDENTS PROHIBITED

This district is committed to a positive and productive education free from discrimination, including sexual harassment. This commitment extends to all students involved in academic, educational, extracurricular, athletic, and other programs or activities of the school, whether that program or activity is in a school facility, on school transportation or at a class or school training held elsewhere.

Definitions

For purposes of this policy, sexual harassment means unwelcome conduct or communication of a sexual nature. Sexual harassment can occur adult to student, student to student or can be carried out by a group of students or adults and will be investigated by the District even if the alleged harasser is not a part of the school staff or student body. The district prohibits sexual harassment of students by other students, employees or third parties involved in school district activities.

Under federal and state law, the term "sexual harassment" may include:

- acts of sexual violence;
- unwelcome sexual or gender-directed conduct or communication that interferes with an individual's educational performance or creates an intimidating, hostile, or offensive environment;
- unwelcome sexual advances;
- unwelcome requests for sexual favors;
- sexual demands when submission is a stated or implied condition of obtaining an educational benefit;
- sexual demands where submission or rejection is a factor in an academic, or other school-related decision affecting an individual.

A "hostile environment" has been created for a student when sexual harassment is sufficiently serious to interfere with or limit the student's ability to participate in or benefit from the school's program. The more severe the conduct, the less need there is to demonstrate a repetitive series of incidents. In fact, a single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe, violent, or egregious.

Investigation and Response

If the district knows, or reasonably should know, that sexual harassment has created a hostile environment, it will promptly investigate to determine what occurred and take appropriate steps to resolve the situation. If an investigation reveals that sexual harassment has created a hostile environment, the district will take prompt and effective steps reasonably calculated to end the sexual harassment, eliminate the hostile environment, prevent its recurrence and as appropriate, remedy its effects. The district

will take prompt, equitable and remedial action within its authority on reports, complaints and grievances alleging sexual harassment that come to the attention of the district, either formally or informally. The district will take these steps every time a complaint, alleging sexual harassment comes to the attention of the district, either formally or informally.

Allegations of criminal misconduct will be reported to law enforcement and suspected child abuse will be reported to law enforcement or Child Protective Services. Regardless of whether the misconduct is reported to law enforcement, school staff will promptly investigate to determine what occurred and take appropriate steps to resolve the situation, to the extent that such investigation does not interfere with an ongoing criminal investigation. A criminal investigation does not relieve the district of its independent obligation to investigate and resolve sexual harassment.

Engaging in sexual harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff or other third parties involved in school district activities. Anyone else who engages in sexual harassment on school property or at school activities will have their access to school property and activities restricted, as appropriate.

Retaliation and False Allegations

Retaliation against any person who makes or is a witness in a sexual harassment complaint is prohibited and will result in appropriate discipline. The district will take appropriate actions to protect involved persons from retaliation.

It is a violation of this policy to knowingly report false allegations of sexual harassment. Persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Staff Responsibilities

The superintendent will develop and implement formal and informal procedures for receiving, investigating and resolving complaints or reports of sexual harassment. The procedures will include reasonable and prompt time lines and delineate staff responsibilities under this policy.

Any school employee who witnesses sexual harassment or receives a report, informal complaint, or written complaint about sexual harassment is responsible for informing the district Title IX or Civil Rights Compliance Coordinator. All staff are also responsible for directing complainants to the formal complaint process.

Reports of discrimination and discriminatory harassment will be referred to the district's Title IX/Civil Rights Compliance Coordinator. Reports of disability discrimination or harassment will be referred to the district's Section 504 Coordinator.

Notice and Training

The superintendent will develop procedures to provide age-appropriate information and education to district staff, students, parents and volunteers regarding this policy and the recognition and prevention of sexual harassment. At a minimum sexual harassment

recognition and prevention and the elements of this policy will be included in staff, student and regular volunteer orientation. This policy and the procedure, which includes the complaint process, will be posted in each district building in a place available to staff, students, parents, volunteers and visitors. Information about the policy and procedure will be clearly stated and conspicuously posted throughout each school building, provided to each employee and reproduced in each student, staff, volunteer and parent handbook. Such notices will identify the District's Title IX coordinator and provide contact information, including the coordinator's email address.

Policy Review

The superintendent will make an annual report to the board reviewing the use and efficacy of this policy and related procedures. Recommendations for changes to this policy, if applicable, will be included in the report. The superintendent is encouraged to involve staff, students, volunteers and parents in the review process.

Cross References:	3207 - Prohibition of Harassment, Intimidation and Bullying 3210 - Nondiscrimination 3211 - Transgender Students 3240 - Student Conduct Expectations and Reasonable Sanctions 3241 - Classroom Management, Discipline and Corrective Action 5010 - Nondiscrimination and Affirmative Action 5011 - Sexual Harassment of District Staff Prohibited
Legal References:	20 U.S.C. 1681-1688 WAC 392-190-058 Sexual harassment RCW 28A.640.020 Regulations, guidelines to eliminate discrimination — Scope — Sexual harassment policies
Management Resources:	2015 - July Policy Alert 2014 - December Issue 2010 - October Issue

ADOPTION DATE: March 8, 2018



School Improvement Plan - School Board Brief

October 2023

School	ATTENDANCE		
	SIP GOAL (1)	KEY STRATEGIES (3)	PROGRESS (Current Data/Reflection)
BLE	<p>Our Current Reality: Black Lake Elementary students have an average daily attendance percentage of 91.09%. BLE has 71.2% of students attending with 90% or better attendance. (as of 9/28 77.8%) 23-24 school year students in grades 1st and 2nd fall well below the 71.2% average during the 22-23 school year. At this time, BLE has 74 of 371 students with chronic attendance (19.9% at > 10% absence rate). (as of 9/28 22.5% chronic)</p> <p>Our SMARTIE Goal: BLE will use the connected strategies and action steps to raise the attendance rates for all students from 71.2% to 80% and to raise 1st grade students from 66.1% to 72% and 2nd grade from 67.6% to 72% by May 2024. (as of 9/28 1st is 73.84%, 2nd is 74.19%)</p> <p>BLE will decrease the chronic absentee rate from 19.9% to 10% by May 2024.</p> <p>0-By decreasing chronic rates and increasing attendance of students at 90%, BLE will increase the average daily attendance rate from 91.09% to 93% by May 2024.</p>	<ul style="list-style-type: none"> • Monitor monthly attendance percentages in all subgroups through use of Homeroom • Attendance letters and conferences (per attendance policy) • Referral to CEB • Connection to resources to prevent absences • Staff to student connection list for students with chronic absences • Attendance introduction letter at beginning of year Kindergarten conferences and open house K-5. 	
EOE	<p>Our Current Reality: Only 67.53% of students have attendance of 90% or better as of May 2023 data.</p> <p>Our SMARTIE Goal: Increase our attendance to 77% or better.</p>	<ul style="list-style-type: none"> • Communicate with the main office regarding attendance matters. • Check in with health assistant on historical visits of students • Loop in school counselor when barriers are identified. • Parent phone calls. 	attached <input checked="" type="checkbox"/> Sept.EOE.Attendance



School Improvement Plan - School Board Brief

October 2023

		<ul style="list-style-type: none"> • Friday Attendance emails to parents. • If a student misses multiple days send an encouraging check in. • Having a word spelled out on the board for perfect attendance (engineers, EOE, etc.) • Build relationships and commonalities with Tier 2 students • Will not provide work prior or during their absence- can complete work when they return • Language support - Spanish • Discuss the importance of attendance with students. • Acknowledge whole class efforts and improved attendance. • Acknowledge families efforts with good and improved attendance 	
<p>LRE</p>	<p>Our Current Reality:</p> <p>69% of students attended school at least 90% of 2022-23 school year.</p> <p>Our Goal:</p> <p>90% of students will attend school at least 90% of the time during the 2023-24 school year and our overall attendance will exceed 95%. Primary focus will be on Kindergarten and 1st grade</p>	<ul style="list-style-type: none"> • WAKIDS (kindergarten) meetings - teachers focus on attendance • Monthly check-n meetings w/ attendance secretary, counselor, principal • Engagement of teachers with students • Individual Conferences with parents / students missing a lot of school • Classroom incentives - monthly treats awards for students with 90% attendance 	<p>September 93.26% overall attendance</p> <p>70.65% of students w/90% or greater attendance</p> <p>October (as of 10/20) 91.4% overall attendance</p> <p>71.96% of students w/90% or greater attendance</p>



School Improvement Plan - School Board Brief

October 2023


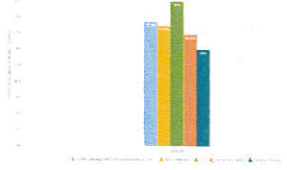
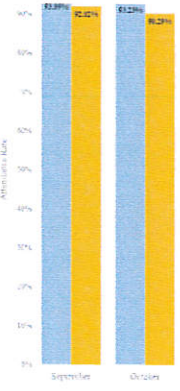
		<p style="text-align: center;">23-24</p> <p>LRE K 1 2 3 4 5</p> <p><u>So far this year:</u></p> <p>LRE overall: 71.96%</p> <p>Kindergarten: 72.95% 1st Grade: 69.81% 2nd Grade: 67.14% 3rd Grade: 75.38% 4th Grade: 67.3% 5th Grade: 79.31%</p>
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<p>MTS</p>	<p>Our Current Reality:</p> <p style="text-align: center;">22-23</p> <p>K 1 2 3 4 5</p> <p><u>Percentage of students at each grade level attending school 90% of the time:</u></p> <p>Kindergarten: 66.46 % 1st Grade: 60% 2nd Grade: 65.33% 3rd Grade: 68.18% 4th Grade: 70%</p>	<ul style="list-style-type: none"> • Identify barriers - match strategies to barriers. • Follow OSPI and TSD guidelines for attendance. • Each classroom teacher identifies 2 students in October to keep on our 'radar'. • Begin reaching out to those families to create personal connections/relationships and attempt to help overcome barriers. • Staff communication with admin when concern arises. • Attendance phone calls, letters, student and/or parent conferences with admin and CEB as needed. • Home visits as needed. • Classroom attendance incentives • Attendance info shared at PBIS assemblies • Staff commitment
		<p style="text-align: center;">23-24</p> <p>MTS K 1 2 3 4 5</p> <p><u>So far this year:</u></p> <p>MTS overall: 77.33% (+)</p> <p>Kindergarten: 80.95% (+) 1st Grade: 73.43% (-) 2nd Grade: 81.81% (+) 3rd Grade: 71.05% (-) 4th Grade: 78.94% (+) 5th Grade: 77.77% (+)</p>



School Improvement Plan - School Board Brief

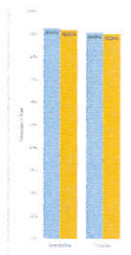
October 2023

	<p style="text-align: right;">5th Grade: 67.6%</p> <p>Our SMARTIE Goal:</p> <p>Through intentional strategies and staff support, we will improve from each grade level reporting 90% attendance at 70% or less, to each grade level reporting 90% attendance at 75% or more by June 1, 2024.</p>		
<p>PGS</p>	<p>Our Current Reality:</p>  <p>52.89% Special Education 55.24% Free and Reduced Lunch</p> <p>Our SMARTIE Goal: Through intentional (see column) strategies, Our students with Special Education and Free and Reduced Lunch will improve from the current rate of attendance (52.889% and 55.24%) to 75% for both subgroups by May 15, 2024.</p>	<ul style="list-style-type: none"> ● Identify barriers - match strategies to barriers. ● 20 Day drop re-engagement process ● Individualized student success plans ● Referral to CEB ● Attend CEB with family ● Attendance Agreement ● Parent/Student meeting ● Personal phone call from admin ● Admin check in with classroom teacher ● Daily monitoring & communication with families ● Weekly meetings with attendance team (need to add members) ● Would like to add an attendance incentive for classes ● Percentage daily tracking/Daily Announcements ● SITE day: Identify two students to support from homeroom and develop a plan of action. Complete a team PLC form. ● A strong staff commitment for the year. ● A proactive goal setting approach with reaching out for early family engagement and buy in: September and October. 	<p>Our Current Reality:</p>  <p>74.54% Special Ed. 69.14% Free and Reduced</p>  <p>Overall Attendance for PGS: Sept: 93.99% Oct.: 92.9%</p>



School Improvement Plan - School Board Brief

October 2023

<p>THE</p>	<p>Our Current Reality: During the 2022-2023 school year, 63% of students were here 90% of the time or more</p> <p>Primary focus will be on Kindergarten.</p> <p>Our SMARTIE Goal: During the course of the 2023-2024 school year, at least 70% of students will be present 90% of the time or more</p>	<ul style="list-style-type: none"> • Connecting with families proactively <ul style="list-style-type: none"> -phone calls -home visits • Increase power sharing <ul style="list-style-type: none"> -engagement groups • Providing resources and tools to remove barriers with chronically absent students (for example: wake-up routine checklist, reinforcers, alarm clock) • WAKIDS (kindergarten) meetings - teachers focus on attendance. 	 <p>Overall Attendance for THE: Sept: 92.84% Oct: 90.98%</p>
<p>BMS</p>	<p>At Bush Middle School, during the current school year and taking data quarterly, we will decrease the number of tardy incidents among our students by 25% compared to the 22-23 school year as measured by daily attendance records, through implementation of a structured morning routine, classroom entry tasks and engagement strategies, taking away passing time, hall and pod presence by staff and administrators, and proactive communication parents, teachers and students.</p>	<ul style="list-style-type: none"> • We want 90% of students in their seats, with their materials, ready to learn within the first three minutes of class • Mark tardy incidents with fidelity. • Communicate parameters to students • Engage students in the entry task or activity • Adult presence in the halls during passing time. • Track data quarterly and year on year • Consider students who need to travel across campus and IEP/504 needs. 	



School Improvement Plan - School Board Brief

October 2023

<p>TMS</p>	<p>Our Current Reality: 54 TMS students missed 30 or more days last school year(2022-2023). These students have demonstrated a history of poor school attendance due to a variety of factors including family, mental health and transportation/homelessness challenges that have resulted in chronic absences of 30 to 108 days absent last year.</p> <p>Our SMART Goal: The 54 students who missed 30 or more school days last year will on average decrease their absences for the 2023-2024 school year by 20%</p>	<ul style="list-style-type: none"> • Weekly Attendance Data Analysis tracking needs and changes • Parent Meetings/team conferences to address barriers to attendance and provide support in areas needed • Weekly Grade Level Meetings with teachers and support staff to monitor progress of targeted group • Bi-weekly SIT meetings to monitor academic, behavioral and mental health support • Mental Health Support of in building mental health counselor as well as counseling staff • Together staff member helping remove barriers to school attendance • Attendance Agreements with families • Community Engagement Board Meetings with Families • Skyward attendance reports with auto-messages to families. (5 UNX, 10UNX, 10 EXC) • School-wide focus on Sense of belonging; Activities to support student interest and connection to school (ie Clubs during Homeroom by student selection 1x month) 	<p>As of 10/16/23:</p> <p>24 students were above the 20% improvement goal 7 students were at or near the 20% improvement goal 23 were one day or more away from the 20% goal</p>
<p>BHHS</p>	<p>Our Current Reality: 2022-2023 first two months of school attendance rate 89.34% 2023-24 Start of school through present (roughly first two months 89.45%</p>	<ul style="list-style-type: none"> • Identify barriers /challenges that create absences for students. • Continue work on building a positive Climate and Culture at BHHS • Engage families in this goal 	<p>Current Data Sept. 2023 Attendance rate - 90.49% Oct. 2023 Attendance rate - 88.44%</p> <p>Reflection</p>



School Improvement Plan - School Board Brief

October 2023

	<p>Our SMARTIE Goal:</p> <p>By the end of the 2023-24 academic year, we will increase school attendance from 89.45% to 94% as measured by daily attendance records.</p>	<ul style="list-style-type: none"> ● Daily monitoring attendance rate ● Identify and work with individuals with poor attendance to overcome their challenges ● Quality communication with families and students regarding attendance ● Utilize Student Support Team to assist students ● Survey and interview recent graduates to get input from them on ways to effectively reach and motivate our current students. ● Make individual positive connections with students. ● Adhere to state policies on BECCA and attendance. ● Use the 9th grade success team strategies. ● Promote good attendance <ul style="list-style-type: none"> - using a slogan (student input on slogan) - Positive incentives for 100% attendance in different increments (daily, weekly, monthly) 	<p>From Sept. to Oct. our attendance rate decreased. Upon analyzing the data this past week and the rate trending in the wrong direction, we have done a deeper dive into best practices for strategies that can have a positive impact on attendance. One example of an action item we added based on the data trend is crafting a slogan and have started gathering names of students interested in being on a committee that will help direct us to strategies that might work for their classmates/generation.</p>
<p>CHS</p>	<p>During the 23-24 School year, CHS will solidify its MTSS Structures using student data from the ALE / Homeroom data system to ensure that an average of 95% of our students make satisfactory <u>weekly contact</u> each month. This is in comparison to the average of 92.24% for the 2022-2023 School Year.</p>	<ul style="list-style-type: none"> ● Maintain and review accurate attendance data for all students ● School-wide attendance initiatives ● Outreach to students and families to identify barriers to attendance 	<p>Current Data:</p> <p>All students: 97.71% have made satisfactory weekly contact thus far.</p> <p>Hispanic students: 99.47% have made satisfactory weekly contact thus far.</p>



School Improvement Plan - School Board Brief

October 2023

	<p>Attendance for the CHS Hispanic population will average 95% satisfactory <u>weekly contact</u> each month. Current data indicates that this group's attendance is at a lower rate than others and there may be barriers to this subgroup that need to be addressed.</p>		
	<p>SIP GOAL (1)</p>	<p>KEY STRATEGIES (3)</p>	<p>PROGRESS (Current Data/Reflection)</p>
<p>THS</p>	<p>Last Year's Data: 87% daily attendance for 2022-2023</p> <p>Our SMARTIE Goal: Our students will attend school at a 92% daily rate in 2023-2024 through improvement of systems related to attendance.</p>	<p>Meet as a THS Attendance Team on a weekly basis. Tuesdays at 10am - Attendance Secretary, Registrar, Assistant Principals</p> <p>Communication with parents and students to address the barriers to attendance. Create positive relationships with families and know the student's story.</p> <p>CHSS 9th Grade Team will meet every two weeks to support 9s using attendance as a key component to monitor progress - will identify low attending 9s</p> <p>SST Team will use attendance data to help develop support plans for Tier 3 students. Weekly Meetings.</p> <p>Send attendance letters of 3 and 7 days to communicate with families of their student's. Set attendance agreement when thresholds are met</p> <p>Use Secondary Tracking Document</p> <p>Refer Students to the Community Truancy Board (CEB) and request filing of Stay Petitions as needed.</p>	<p>Current Data 2023-2024 91%</p> <p>Use our Attendance Tracking Document to document conversations with students and families. Track our written and verbal communications.</p> <p>We track daily attendance - progress monitoring on 11/3 - end of 1st Qtr.</p> <p>Will be analyzing 9th grade grade data to and then use current attendance data to look at correlation between attendance and grades</p> <p>Will use attendance data in the THS Student Support Log to determine next</p>



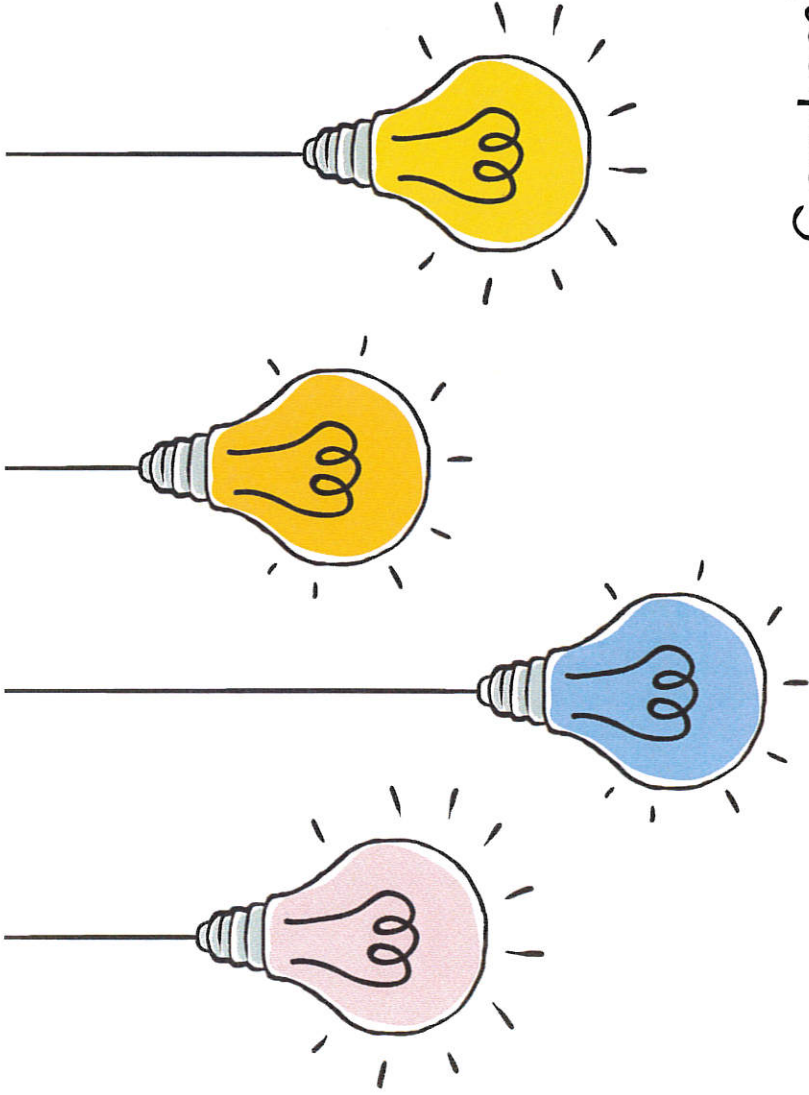
School Improvement Plan - School Board Brief

October 2023

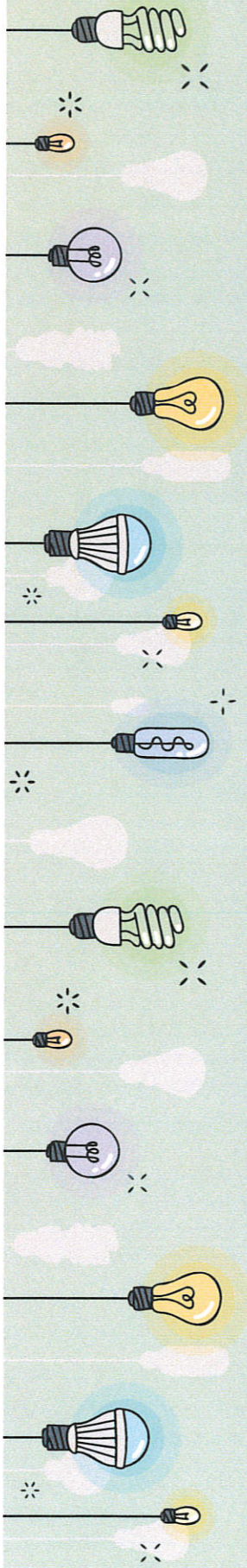
		<p>Work with staff on strategies to engage learners and communicate with families</p>	<p>steps for Tier 3 students. Will focus once a month on attendance specifically</p> <p>Use tracking data sheet to makes sure we are up to date with sending of letters</p> <p>Track data on meeting with students</p> <p>When agreement is not creating desired result</p> <p>To provide additional assistance from a whole system standpoint</p>
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East Olympia Elementary

2023 - 2024



September
Attendance



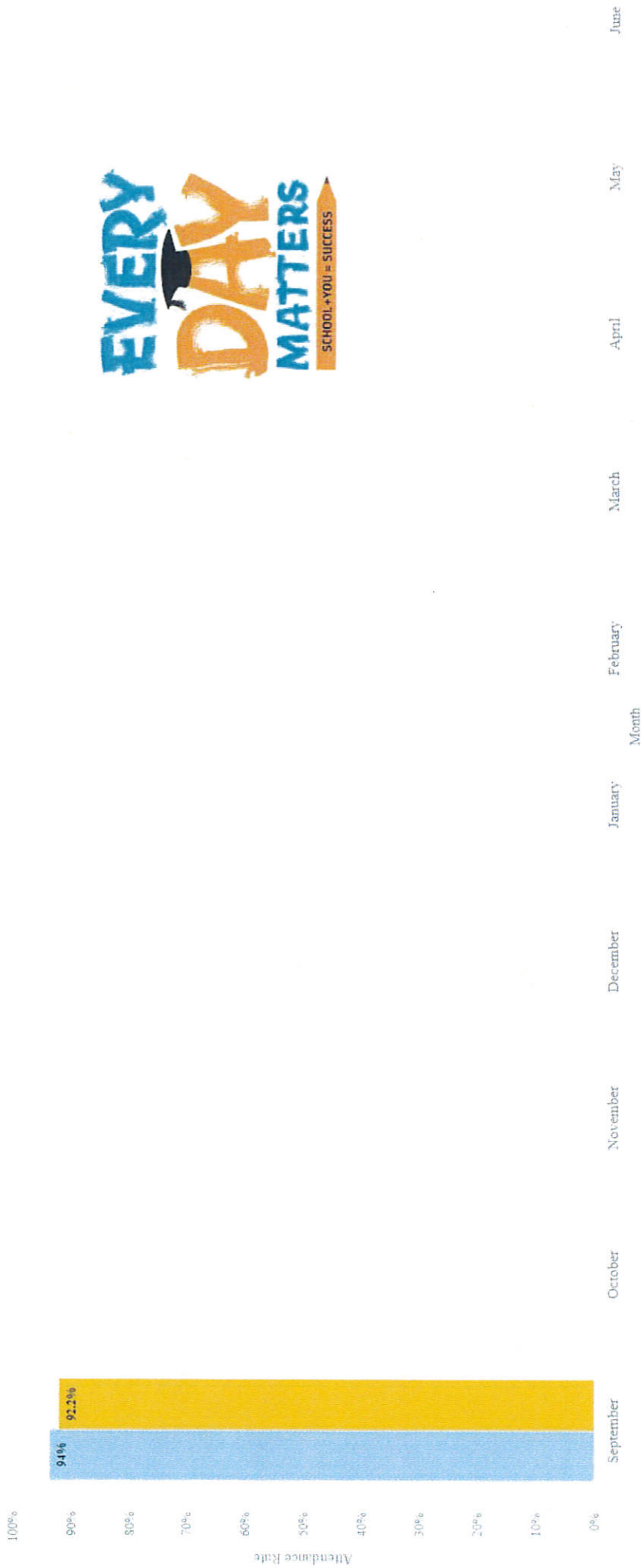
School Safety

Please continue to review school wide expectations in ALL areas of the school

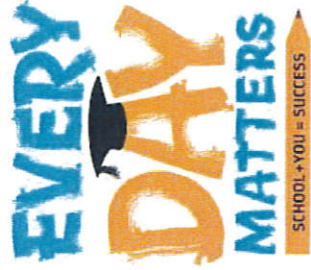
- **Bus Zone**
- **Pick up/Drop off Zone**
- **Lunchroom/Breakfast**
- **Hallways**
- **Bathrooms**
- **Office/Health Room**
- **Playground**

See Something - Say Something

Avg Attendance Rate of Student Group Compared To District



Students attending East Olympia Elementary (22-23) Tumwater S D 33

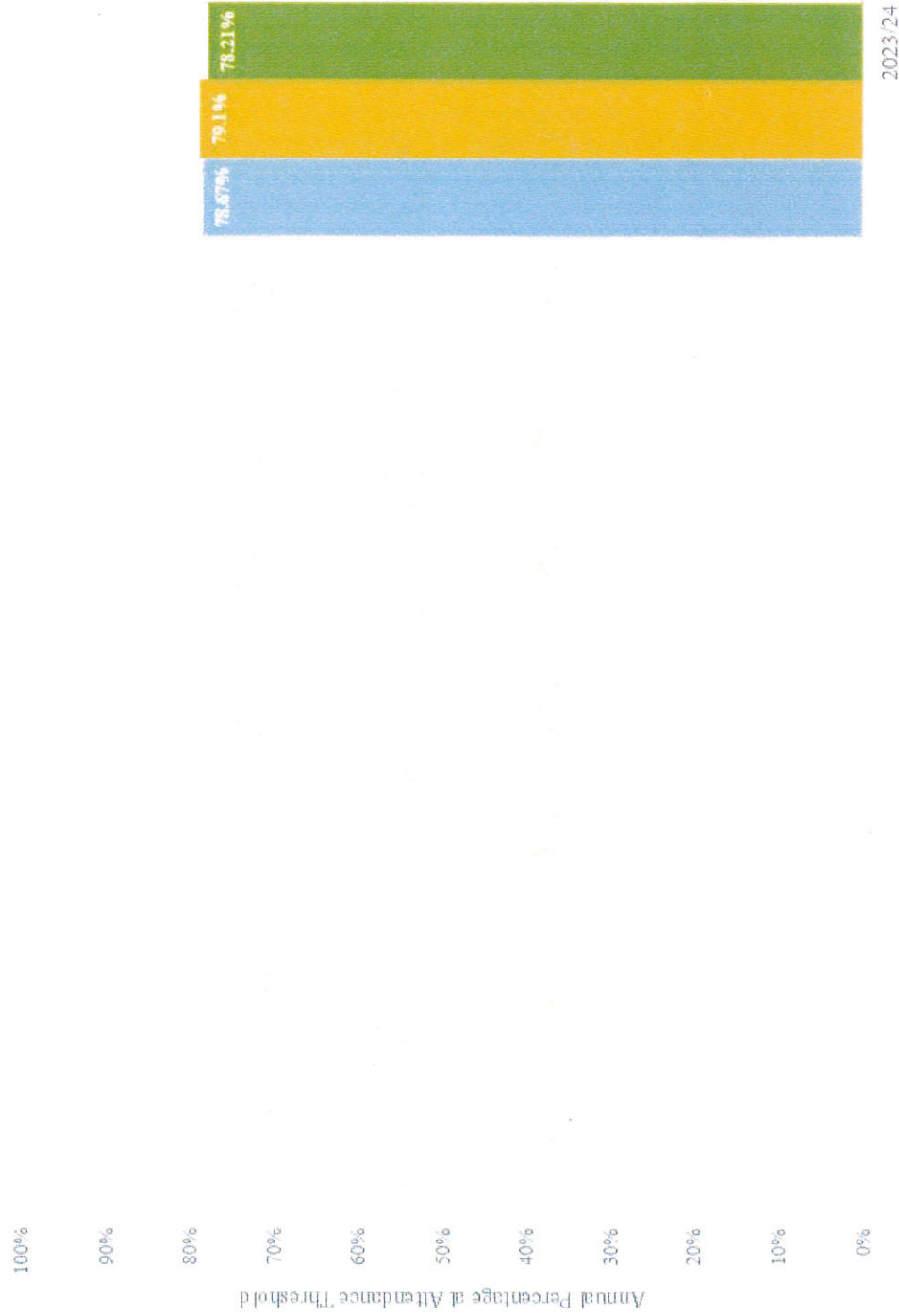


78% percent of students attend school at least 90% of the time.

Overall - 90% Threshold



Gender - 90% Threshold

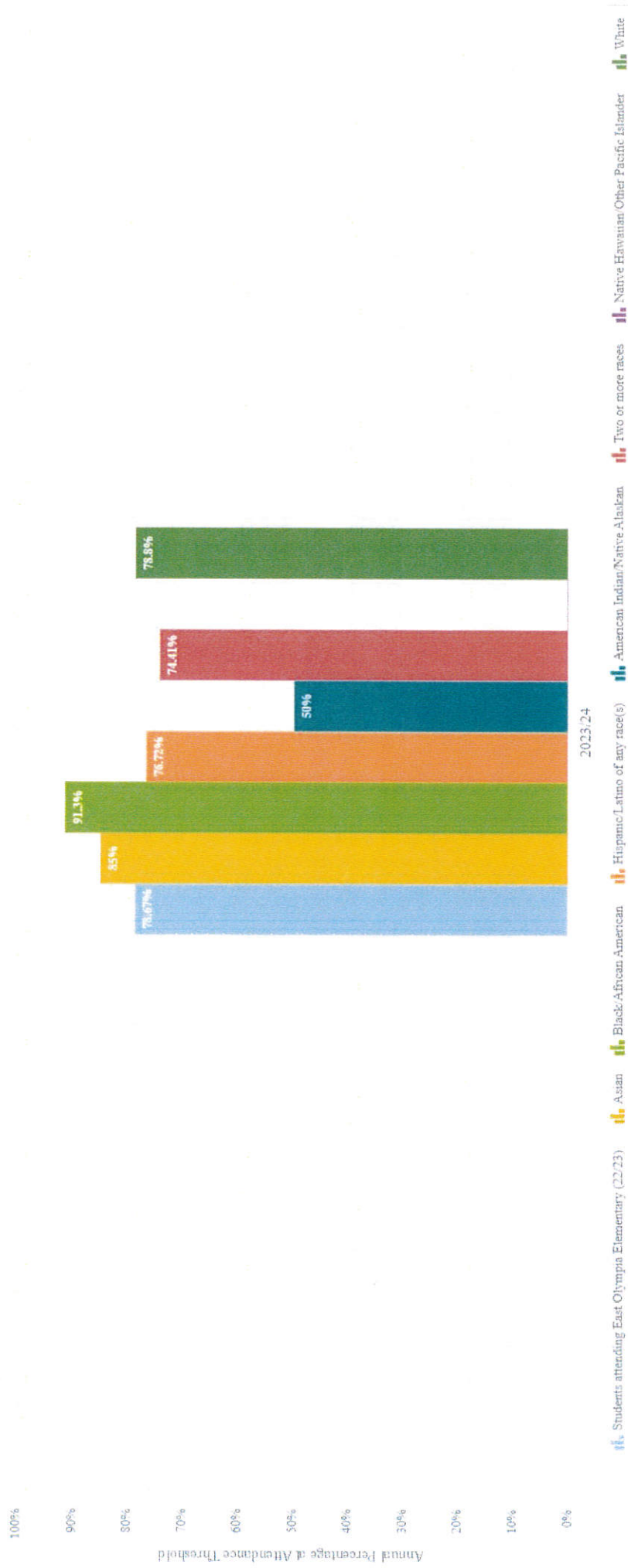


2023/24

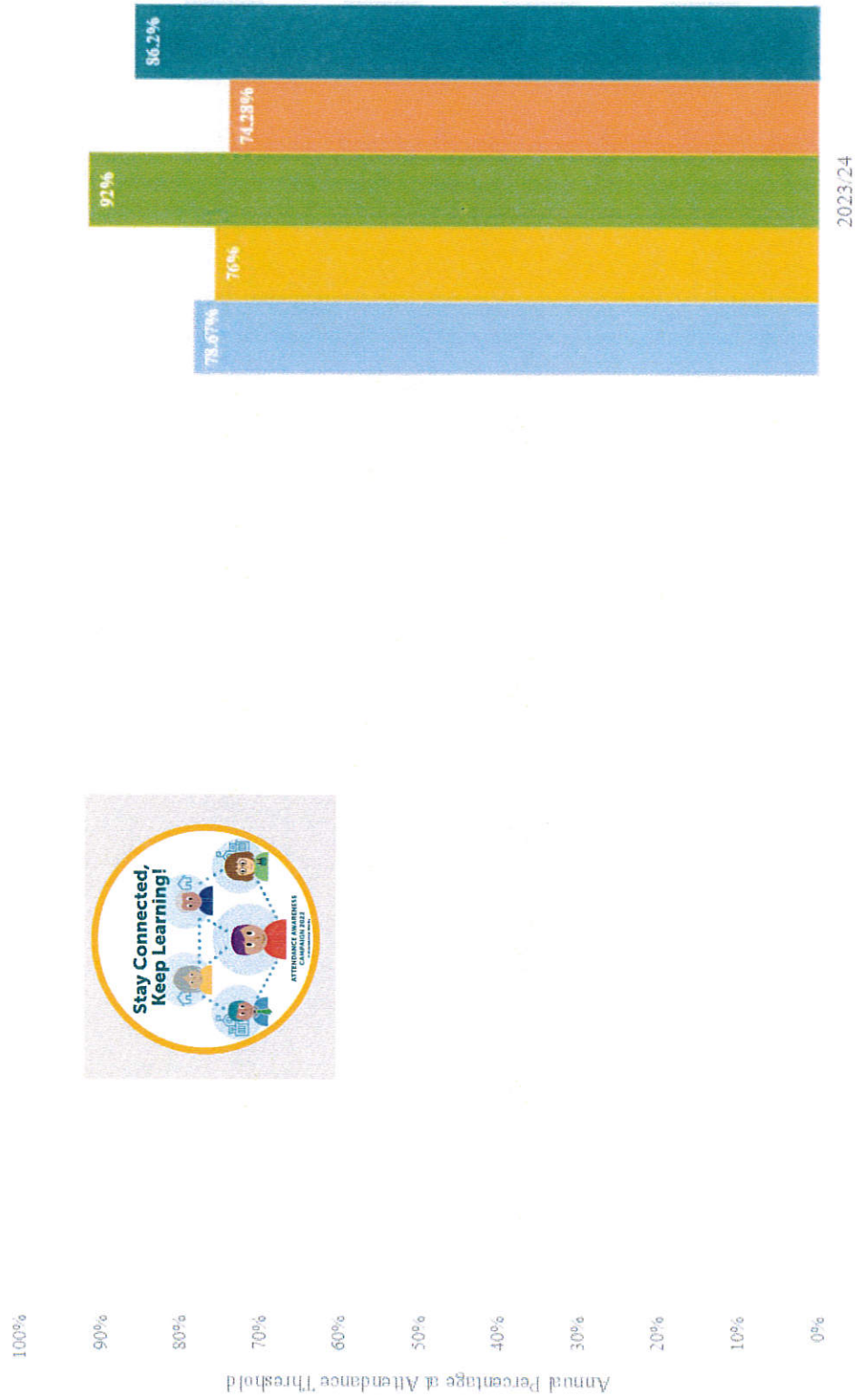


Students attending East Olympia Elementary (22/23) Male Female Unknown Non-Binary

Percent of Students of Students attending East Olympia Elementary (22/23) During 2023/24 Who Meet or Exceed 90% Attendance By Federal Race



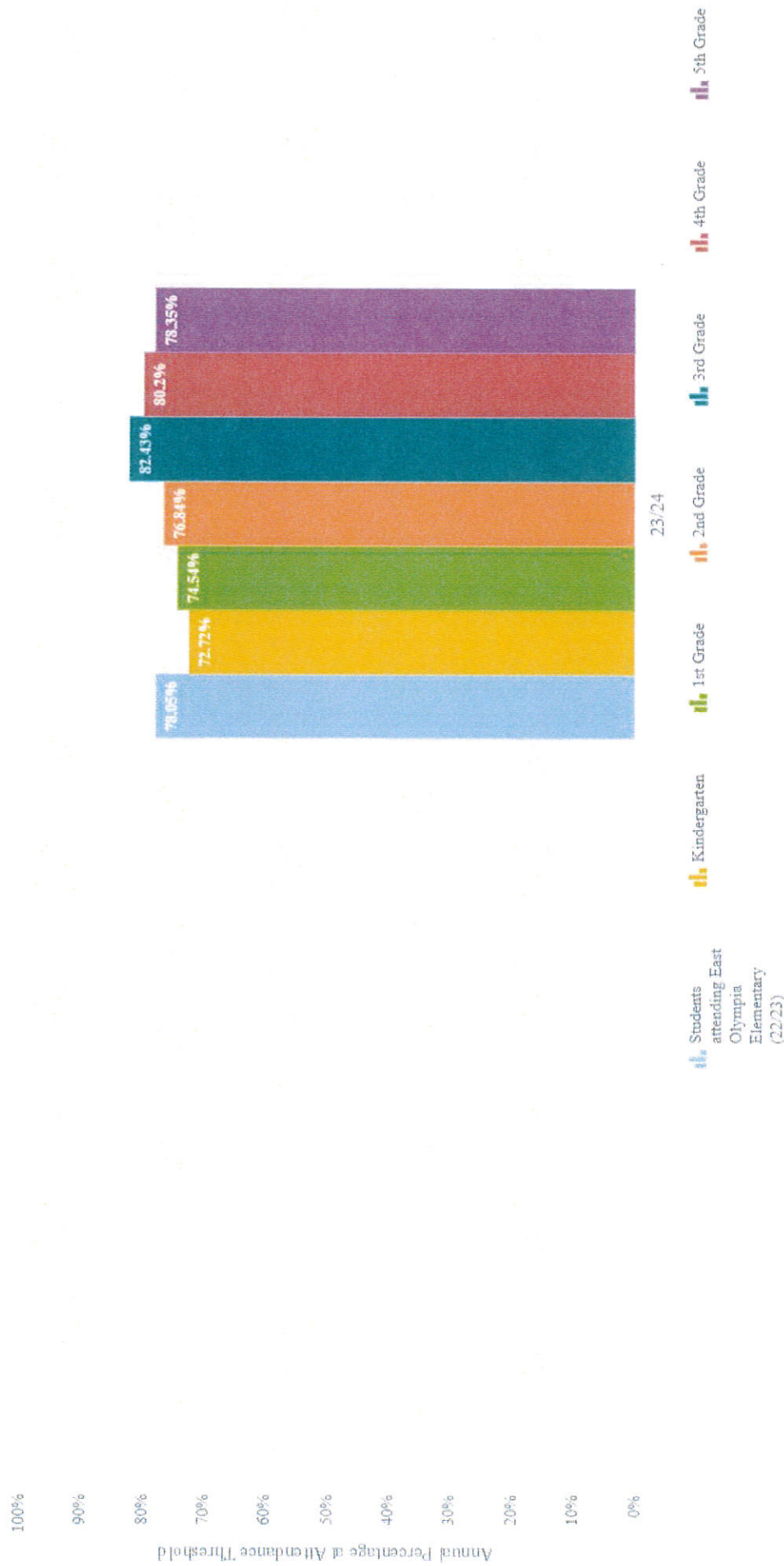
Percent of Students of Students attending East Olympia Elementary (22/23) During 2023/24 Who Meet or Exceed 90% Attendance By Program



Students attending East Olympia Elementary (22/23)
 Special Education
 504
 Free/Reduced Lunch
 Bilingual Education

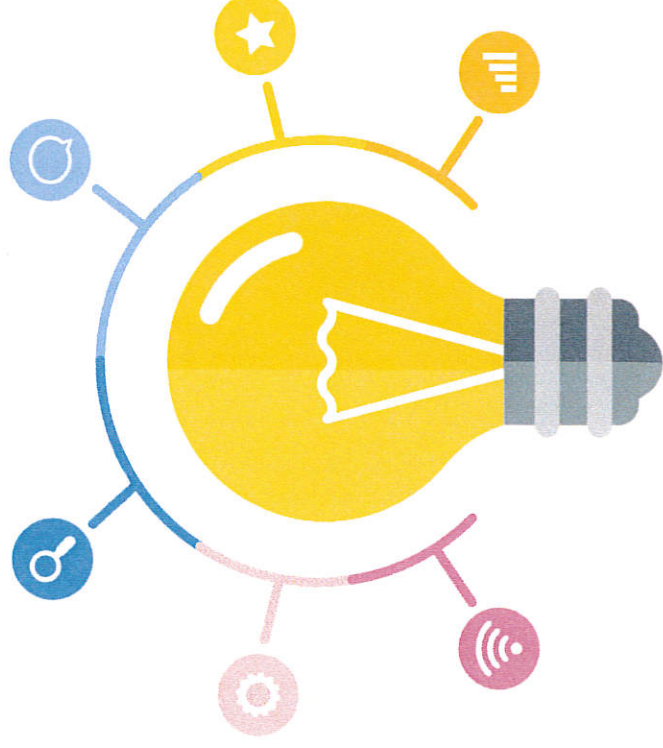
Overall - 90% Thre... Gender - 90% Thre... Federal Race - 90% Thr... Services - 90% Thr... Grade Level - 90% ...

Percent of Student Group: Students attending East Olympia Elementary (22/23) with 90.00% Attendance or Better in the 23/24 School Years

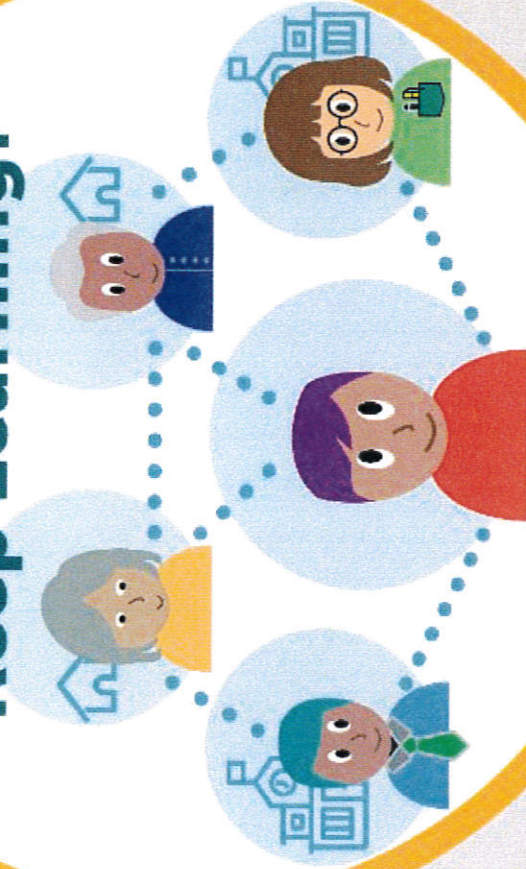


What Can We Do to Support Students and Families?

1. Get students excited about class projects and class goals.
2. Reach out to a family when a student is gone.
3. Celebrate attendance.
4. Work with parents on creating plans at school and at home.
5. If you have reached out to the guardian and need extra support, contact admin.



**Stay Connected,
Keep Learning!**



**ATTENDANCE AWARENESS
CAMPAIGN 2022**
© Attendance Works

SUMMARY OF FULL-TIME EQUIVALENT ENROLLMENT AS REPORTED ON FORM P223 FOR SCHOOL YEAR ENDING 2024

Tumwater School District - (34033)

Thurston County No. 34

E.S.D 113

Transition To Kindergarten, (Oct - June) - Not included in K-12 Enrollment

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
TK FTE	0.00	0.00	0.00								0.00

Summary of all Enrollment

	K-12 P-223S	ALE P-223S *	TOTAL P-240	TOTAL P-223	GRAND TOTAL
KINDERGARTEN				417.21	417.21
Grades 1-3				1,356.78	1,356.78
Grade 4				453.27	453.27
Grades 5-6				909.80	909.80
Grades 7-8				929.75	929.75
Grades 9-12				2,266.59	2,266.59
K-12 TOTAL			6,333.40	6,333.40	6,333.40
RUNNING START TOTAL				184.74	184.74
OD TOTAL				19.60	19.60
TK TOTAL				0.00	0.00
GRAND TOTAL				6,537.74	6,537.74

Vocational Program Totals

	P-223	P-223S	Total Voc Enrollment	ALE P-223	ALE P-223S	Total ALE Voc Enrollment
VOC 7-8	193.89		193.89	0.00		0.00
VOC 9-12	422.49		422.49	0.00		0.00
Skill Cntr	439.42		439.42	0.00		0.00

I hereby certify that all students are reported in accordance with enrollment reporting rules and instructions, and that supporting student records are available for audit.

Superintendent or Authorized Official



Tumwater School District

Kevin Bogatin
Superintendent

621 Linwood Avenue SW Tumwater, WA 98512-6847
(360) 709-7000 www.tumwater.k12.wa.us

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

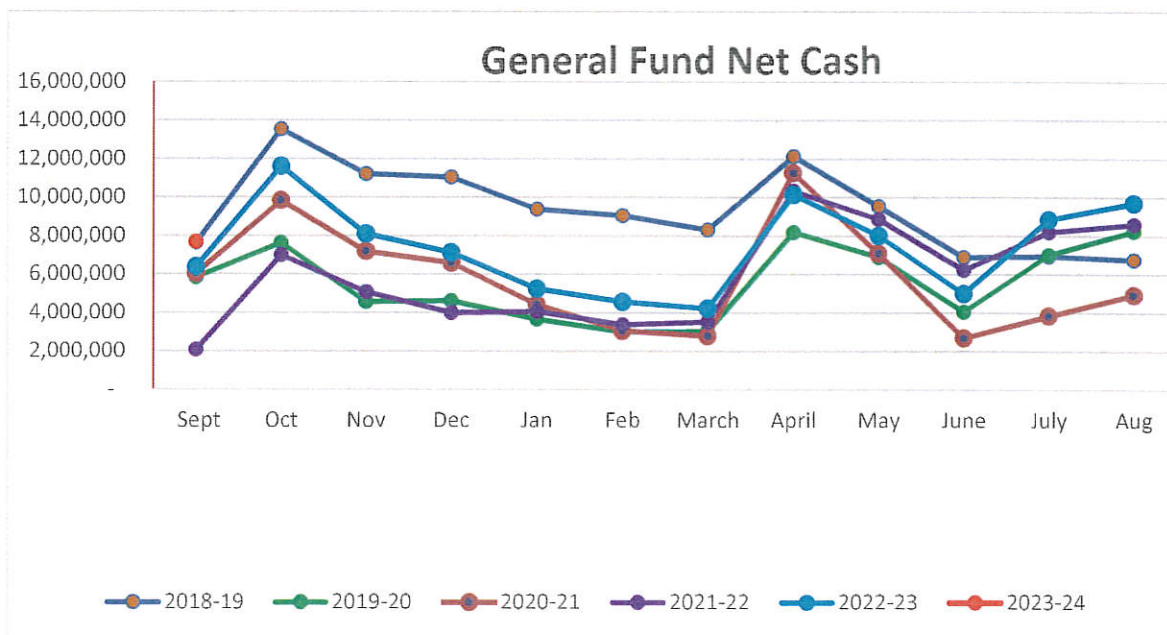
**TO: School Board
Superintendent**

FROM: Melissa Richter, Executive Director of Financial Services

**RE: *Budget Status Reports for September 2023
Updated Cash and Fund Balance Status for September 2023
Enrollment Update October 2023***

Budget Status Reports - Attached are the Budget Status reports for September 2023 for all five operating funds (General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund and Transportation Vehicle Fund). **General Fund will not be final until October due to year end accruals for grants, accounts payable and payroll postings.**

General Fund Net Cash Balance (cash less warrants outstanding): The following graph shows the district’s net cash balance for the periods 2018-19 through September 2023.



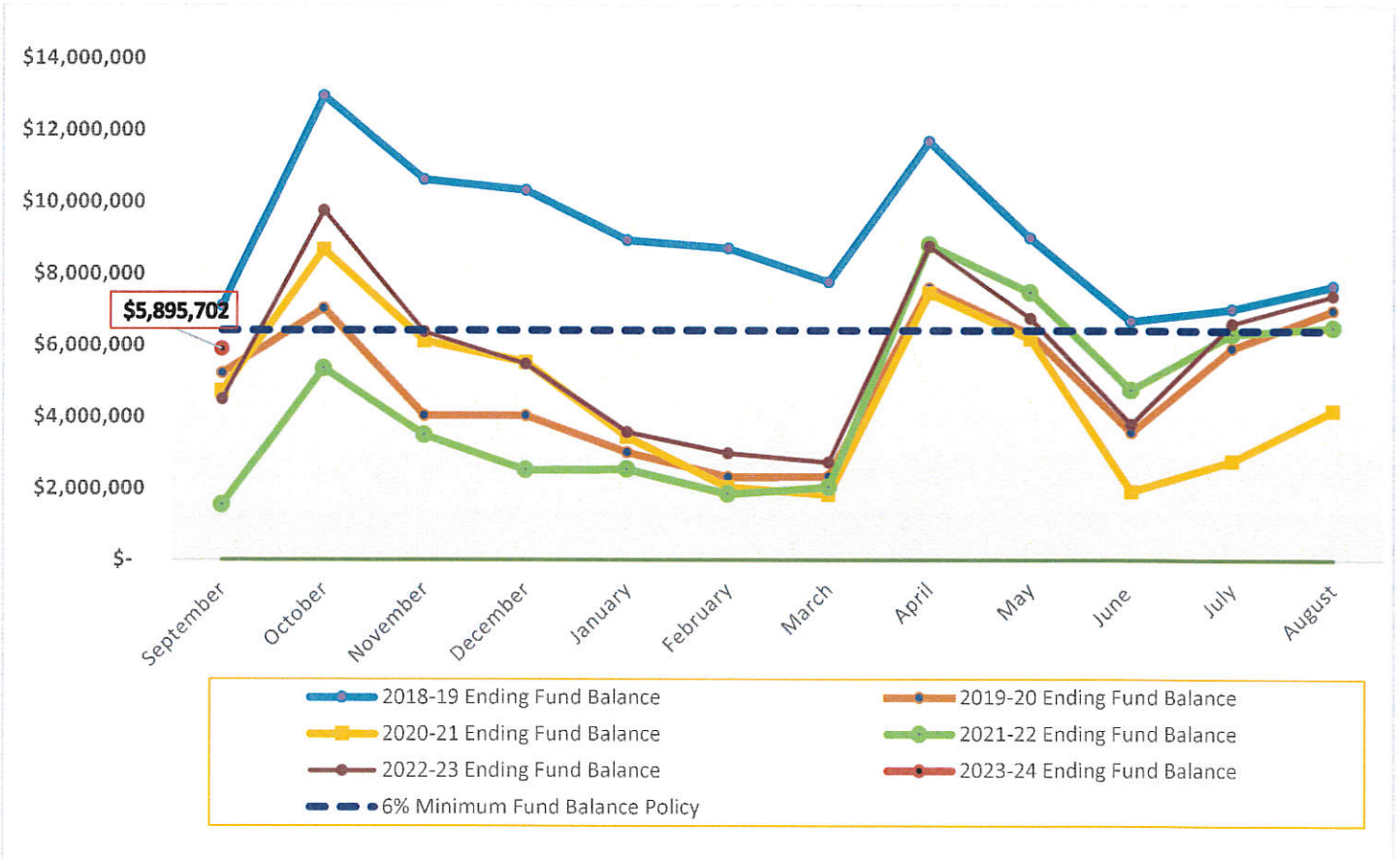
BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR JILL ADAMS

“Continuous Student Learning in a Caring, Engaging Environment”

General Fund – Fund Balance (Excluding Skills Center):

The following chart shows TSD fund balance history as of 09/30/23. The dashed line is showing the minimum fund balance policy of 6% of total budgeted expenditures for the 23-24 school year which is \$6,423,602.82.

The fund balance for the district is: \$7,672,557 which includes \$1,776,855.05 for Skills Center, leaving our ending fund balance as of 09/30/23 at \$5,895,101.95.



Enrollment Update

The following shows student enrollment for the past four years, updated with October counts as of 10/10/23. These numbers include K-12 Basic Education, ALE, NMSC and exclude RS/OD. We budgeted for an Average Annual FTE (AAFTE) of 6088 for funding, including NMSC. Our AAFTE for the month of October reporting was 6367.09, approximately 279.09 FTE over budget.

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

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of September, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	19,623,796	202,346.00	202,346.00		19,421,450.00	1.03
2000 LOCAL SUPPORT NONTAX	1,810,321	55,399.78	55,399.78		1,754,921.22	3.06
3000 STATE, GENERAL PURPOSE	62,377,479	5,613,469.46	5,613,469.46		56,764,009.54	9.00
4000 STATE, SPECIAL PURPOSE	17,593,823	1,468,887.56	1,468,887.56		16,124,935.44	8.35
5000 FEDERAL, GENERAL PURPOSE	50,000	.00	.00		50,000.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	5,638,741	210,283.81	210,283.81		5,428,457.19	3.73
7000 REVENUES FR OTH SCH DIST	10,000	.00	.00		10,000.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	100,550	.00	.00		100,550.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	107,204,710	7,550,386.61	7,550,386.61		99,654,323.39	7.04
B. EXPENDITURES						
00 Regular Instruction	56,604,532	5,697,721.16	5,697,721.16	44,711,143.66	6,195,667.18	89.05
10 Federal Stimulus	0	8,807.11	8,807.11	0.00	8,807.11-	0.00
20 Special Ed Instruction	14,597,734	1,188,959.09	1,188,959.09	12,639,944.53	768,830.38	94.73
30 Voc. Ed Instruction	5,094,865	468,175.22	468,175.22	3,588,125.34	1,038,564.44	79.62
40 Skills Center Instruction	4,630,255	564,397.97	564,397.97	1,436,460.97	2,629,396.06	43.21
50+60 Compensatory Ed Instruct.	4,497,119	270,835.70	270,835.70	2,479,553.71	1,746,729.59	61.16
70 Other Instructional Pgms	275,526	25,557.02	25,557.02	232,123.37	17,845.61	93.52
80 Community Services	594,626	49,519.71	49,519.71	547,495.46	2,389.17-	100.40
90 Support Services	20,765,390	2,127,265.59	2,127,265.59	15,002,665.42	3,635,458.99	82.49
<u>Total EXPENDITURES</u>	107,060,047	10,401,238.57	10,401,238.57	80,637,512.46	16,021,295.97	85.04
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	144,663	2,850,851.96-	2,850,851.96-		2,995,514.96-	< 1000-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	6,423,602		10,523,408.96			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	6,568,265		7,672,557.00			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	4,930	4,930.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	50,000	870,544.88
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	765,717	1,776,855.05
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	300,000	1,016,262.36
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatr	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	441,534-	94,730.36
G/L 890 Unassigned Fund Balance	720,480	732,033.79
G/L 891 Unassigned Min Fnd Bal Policy	5,168,672	3,177,200.56
G/L 896 Change in Accounting Principles	0	.00
G/L 897 Change to or within the Financi	0	.00
<u>TOTAL</u>	6,568,265	7,672,557.00

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of September, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	5,726,932	59,330.07	59,330.07		5,667,601.93	1.04
2000 Local Support Nontax	850,000	393,968.73	393,968.73		456,031.27	46.35
3000 State, General Purpose	0	15,492.62	15,492.62		15,492.62-	0.00
4000 State, Special Purpose	1,100,000	12,750.00	12,750.00		1,087,250.00	1.16
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
<u>Total REVENUES/OTHER FIN. SOURCES</u>	7,676,932	481,541.42	481,541.42		7,195,390.58	6.27
B. EXPENDITURES						
10 Sites	1,000,000	.00	.00	14,000.00	986,000.00	1.40
20 Buildings	9,115,000	363,559.42	363,559.42	536,066.92	8,215,373.66	9.87
30 Equipment	2,185,000	126,540.69	126,540.69	126,869.08	1,931,590.23	11.60
40 Energy	0	.00	.00	28,241.25	28,241.25-	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	3,000.00	3,000.00-	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	12,300,000	490,100.11	490,100.11	708,177.25	11,101,722.64	9.74
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	4,623,068-	8,558.69-	8,558.69-		4,614,509.31	99.81-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	9,345,000		8,636,398.93			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,721,932		8,627,840.24			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	50,000	194,960.98
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted 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	730,376	1,957,109.87
G/L 863 Restricted from State Proceeds	1,350,000	2,806,671.87
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	250,000	268,887.09
G/L 866 Restricted from Impact Proceeds	1,280,000	2,124,970.01
G/L 867 Restricted from Mitigation Fees	860,000	1,191,623.61
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	201,556	83,616.81
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
<u>TOTAL</u>	4,721,932	8,627,840.24

30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of September, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	11,780,002	125,937.05	125,937.05		11,654,064.95	1.07
2000 Local Support Nontax	50,000	12,994.19	12,994.19		37,005.81	25.99
3000 State, General Purpose	0	32,516.42	32,516.42		32,516.42-	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	11,830,002	171,447.66	171,447.66		11,658,554.34	1.45
B. EXPENDITURES						
Matured Bond Expenditures	8,150,000	.00	.00	0.00	8,150,000.00	0.00
Interest On Bonds	3,101,550	.00	.00	0.00	3,101,550.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	200,000	.00	.00	0.00	200,000.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	11,451,550	.00	.00	0.00	11,451,550.00	0.00
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)						
	378,452	171,447.66	171,447.66		207,004.34-	54.70-
F. TOTAL BEGINNING FUND BALANCE						
	9,625,260		9,771,902.76			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	10,003,712		9,943,350.42			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		929,869.09			
G/L 830 Restricted for Debt Service	10,003,712		6,516,685.42			
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		2,496,795.91			
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			
<u>TOTAL</u>	10,003,712		9,943,350.42			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of September, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	458,358	94,294.44	94,294.44		364,063.56	20.57
2000 Athletics	386,955	26,034.60	26,034.60		360,920.40	6.73
3000 Classes	120,058	681.00	681.00		119,377.00	0.57
4000 Clubs	179,355	3,958.18	3,958.18		175,396.82	2.21
6000 Private Moneys	19,944	1,235.15	1,235.15		18,708.85	6.19
<u>Total REVENUES</u>	1,164,670	126,203.37	126,203.37		1,038,466.63	10.84
B. EXPENDITURES						
1000 General Student Body	632,435	17,416.81	17,416.81	14,980.27	600,037.92	5.12
2000 Athletics	457,286	75,441.65	75,441.65	13,525.78	368,318.57	19.46
3000 Classes	122,520	377.17	377.17	1,063.61	121,079.22	1.18
4000 Clubs	198,116	780.40	780.40	0.00	197,335.60	0.39
6000 Private Moneys	47,040	51.80	51.80	0.00	46,988.20	0.11
<u>Total EXPENDITURES</u>	1,457,397	94,067.83	94,067.83	29,569.66	1,333,759.51	8.48
C. EXCESS OF REVENUES						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	292,727-	32,135.54	32,135.54		324,862.54	110.98-
D. TOTAL BEGINNING FUND BALANCE						
	865,000		904,513.49			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE						
<u>C+D + OR - E)</u>	572,273		936,649.03			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	865,000		16,075.00			
G/L 819 Restricted for Fund Purposes	292,727-		883,893.90			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		36,680.13			
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			
<u>TOTAL</u>	572,273		936,649.03			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of September, 2023

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	3,000	1,157.09	1,157.09		1,842.91	38.57
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	650,000	.00	.00		650,000.00	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
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	653,000	1,157.09	1,157.09		651,842.91	0.18
<u>B. 9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
<u>C. Total REV./OTHER FIN. SOURCES</u>	653,000	1,157.09	1,157.09		651,842.91	0.18
<u>D. EXPENDITURES</u>						
Type 30 Equipment	780,000	.00	.00	0.00	780,000.00	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
<u>Total EXPENDITURES</u>	780,000	.00	.00	0.00	780,000.00	0.00
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>F. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	127,000-	1,157.09	1,157.09		128,157.09	100.91-
<u>H. TOTAL BEGINNING FUND BALANCE</u>	1,268,415		1,269,249.61			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	1,141,415		1,270,406.70			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	1,141,415		1,270,406.70			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	1,141,415		1,270,406.70			

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

MEMO

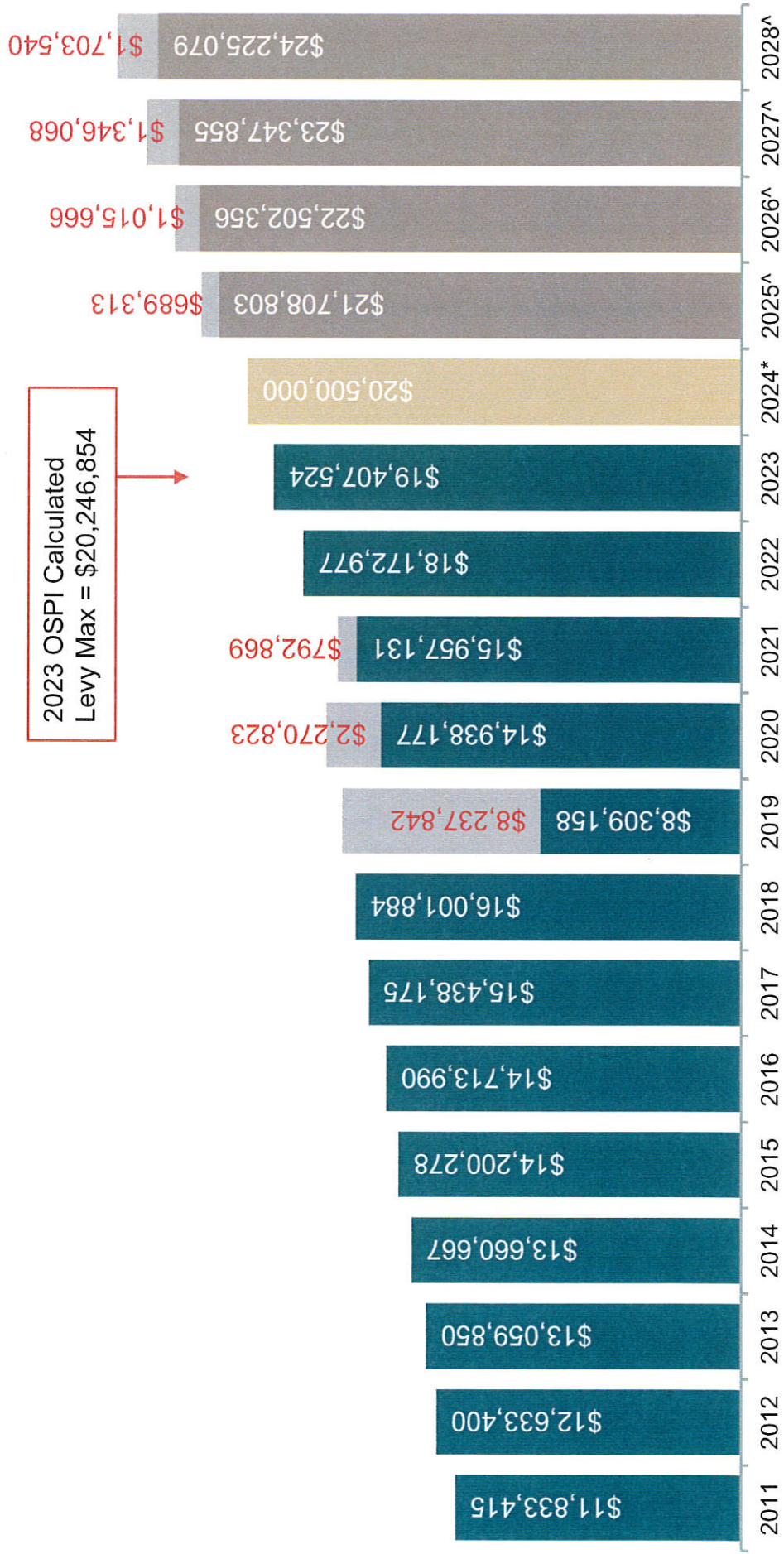


TO: TSD BOARD OF DIRECTORS AND SUPERINTENDENT
FROM: Melissa Richter
DATE: October 20, 2023
RE: 2024 Levy

Enclosed in your Board packet are sides developed by DA Davidson for your consideration regarding our upcoming EP & O Levy. The first slide is a projection with a tax rate of \$2.20, continuing the slow increase in rates. The second slide is a projection with a tax rate at \$2.50, our levy max. The final slide is of the current collect rates, separated between each levy and the bond.

Property Values and School Taxes

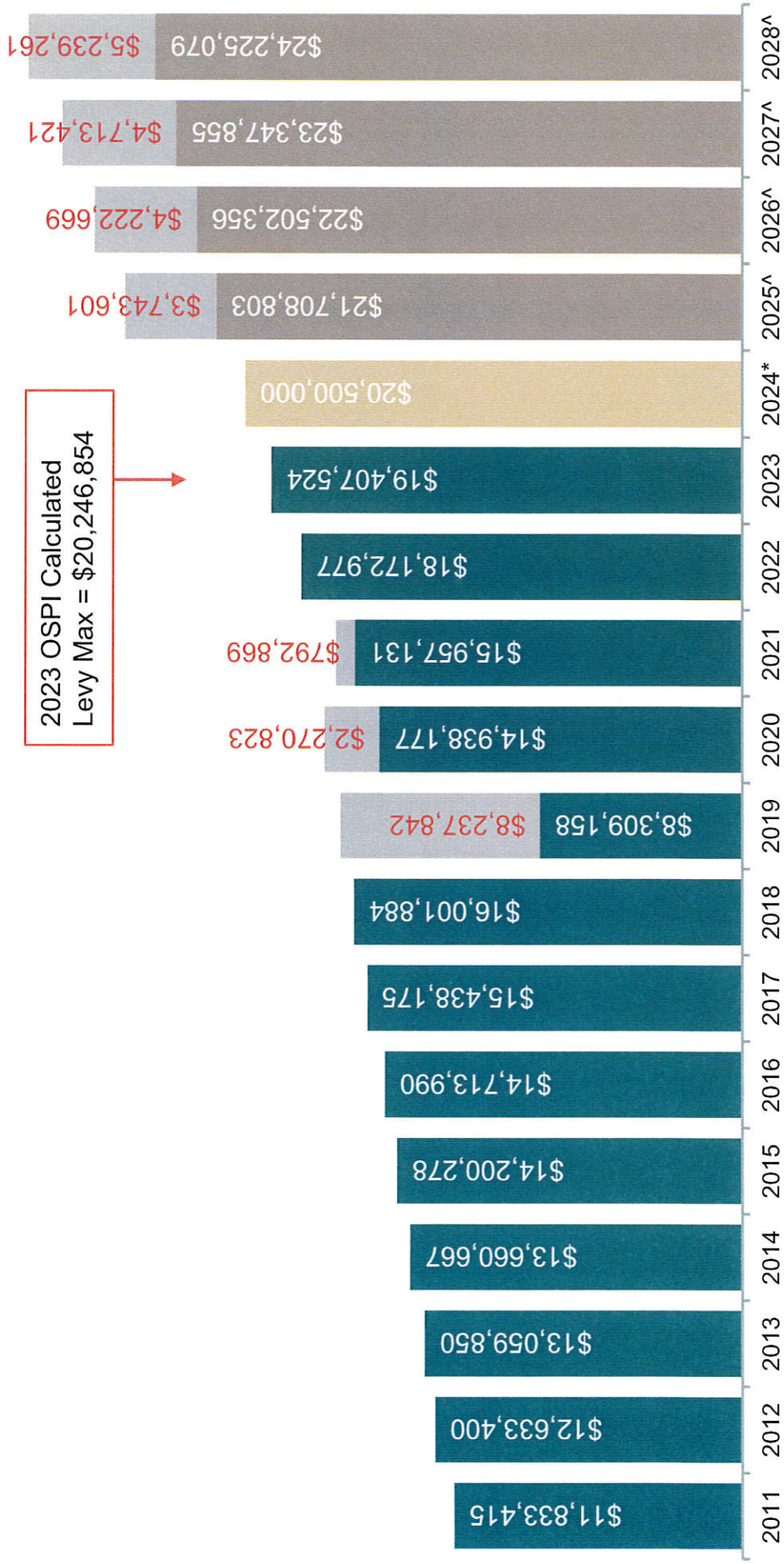
Tumwater School District EP&O Ballot Levy History and \$2.20 Projection— With Rollback



Source: OSPI 1463-GF, 1463-BI, County Assessor Annual Report and/or Sample Ballot. *2024 voter approved, ^proposed

Property Values and School Taxes

Tumwater School District EP&O Ballot Levy History and \$2.50 Projection – With Rollback



Source: OSPI 1463-GF, 1463-BI, County Assessor Annual Report and/or Sample Ballot. *2024 voter approved, ^proposed

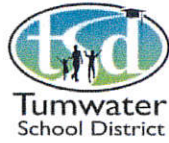
Property Values and School Taxes

Tumwater School District
Tax Rates/\$1,000



ACTION ITEMS

- Resolution 02-23-24, 2023-2029 Capital Facilities Plan: Questions can be directed to Mel Murray.
- 2nd Reading Policy 3246, Restraint, Isolation and Other Uses of Reasonable Force: Questions can be directed to Chris Burgmeier.
- 2nd Reading Policy 5281, Disciplinary Action and Discharge: Questions can be directed to Wendy Bromley.
- 2nd Reading Policy 5401, Sick Leave: Questions can be directed to Wendy Bromley.
- 2nd Reading Policy 5406, Leave Sharing: Questions can be directed to Wendy Bromley.



*** * * * * MEMO * * * * ***

DATE: October 20, 2023
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: **Adoption of the 2023-2029 Tumwater School District Capital Facilities Plan Resolution 02-23-24**

Attached is the adopting resolution for the current Capital Facilities Plan update. The Plan will be reviewed earlier in the evening during a public hearing. Then it will be presented for approval and adoption by the Board. After adoption, the Plan is forwarded to Thurston County and the City of Tumwater for inclusion in their Capital Facilities Plans.

For any questions or comments before the public hearing, please contact me.

Adoption of the Capital Facilities Plan for 2023 – 2029 by Resolution 02-23-24 is requested.

RESOLUTION 02-23-24

**A RESOLUTION ADOPTING THE TUMWATER SCHOOL DISTRICT
CAPITAL FACILITIES PLAN 2023-2029**

WHEREAS, the Tumwater School District No. 33 (hereinafter referred to as “the District”) is responsible for providing public educational services at the elementary, middle, and high school levels to students now residing or who will reside in the District; and

WHEREAS, new residential developments have major impacts on the public school facilities in the District; and

WHEREAS, the Growth Management Act (GMA) authorizes a local government to collect impact fees to ensure that adequate facilities are available to serve new growth and development; and

WHEREAS, the State Subdivision Act requires that subdivisions make adequate provisions for schools and school grounds; and

WHEREAS, the District desires to cooperate with the City of Tumwater and Thurston County in implementation of the State Subdivision Act in imposing appropriate mitigating conditions upon development; and

WHEREAS, the District has studied the need for additional school facilities to serve new developments and has developed a Six-Year Capital Facilities Plan for the years 2023-2029; and

WHEREAS, the District has reviewed the cost of providing school facilities needed to serve new development and evaluated the need for new revenues to finance additional facilities; and

WHEREAS, the District has determined there is not sufficient capacity at many of the existing school facilities to accommodate additional students that will be generated by new development unless additional land is acquired and new schools are built; and

WHEREAS, the cumulative effect of additional development is to create additional demand and need for school facilities which cannot be met without the imposition of school impact fees; and

WHEREAS, the impact fee calculations are consistent with methodologies meeting the conditions and tests of RCW 82.02 and the City of Tumwater and Thurston County school impact fee ordinances; and

WHEREAS, the District has determined that the District's Capital Facilities Plan provides for a schedule of impact fees for each type of development activity set forth in the Capital Facilities Plan;

NOW, THEREFORE, IT IS RESOLVED by the Board of Directors of the Tumwater School District No. 33, Thurston County, Washington, as follows:

1. The Board of Directors of Tumwater School District No. 33 hereby adopts the Tumwater School District Capital Facilities Plan 2023-2029 which sets forth, among other things, the need for additional school facilities to serve new development, the cost of providing school facilities, the need for new revenues to finance additional facilities, the methodology for calculating impact fees pursuant to the GMA, and a schedule of GMA impact fees for a number of types of development activity.
2. The Board of Directors of the Tumwater School District No. 33 requests the City of Tumwater and Thurston County to adopt the Capital Facilities Plan 2023-2029 as a part of their capital facilities plan elements and that the Plan be used as a basis for imposition impact fees under the GMA.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Tumwater School District No. 33, Thurston County, Washington, adopts the Capital Facilities Plan 2023-2029 for said purposes stated herein.

ADOPTED this 26th day of October, 2023.

BOARD OF DIRECTORS

ATTEST:

Secretary to the Board



Prepared for: Tumwater School Board

Prepared by: Chris Burgmeier, Executive Director Special Services

Meeting Date: September 28, 2023

Special Services Policy 3246 (formerly 3247)

BACKGROUND

Policy 3246 - Restraint, Isolation and Other Uses of Reasonable Force (REVISED)

The previous policy has not been updated since 2019. We have updated the policy number from 3247 to 3246 to align with WSSDA numbering and also updated language to include that the superintendent will annually report to the board on incidents involving the use of force.

This is a 1st reading. At the October 26th meeting, the recommendation will be to adopt the revised policy.

**Tumwater School District
Board Policy**

**RESTRAINT, ISOLATION AND OTHER USES OF
REASONABLE FORCE**

It is the policy of the Tumwater School District Board of Directors that the district maintains a safe learning environment while treating **all** students with dignity and respect. All students in the district, including those with **who have** an Individualized Education Program (IEP), or a plan developed under Section 504 of the Rehabilitation Act of 1973 (Section 504 Plan) will remain free from unreasonable restraint, restraint devices, isolation, and other use of physical force. Under no circumstances will these techniques be used as a form of discipline or punishment.

This policy is intended to address district students. It is not intended to prevent or limit the use of restraint or other reasonable force as necessary with adults or other youth from outside the district as allowed by law.

Use of restraint, isolation, and other forms of reasonable force may be used on any student when **reasonably** necessary to control spontaneous behavior that poses an "imminent likelihood of serious harm" as defined by RCW ~~70.96B.010~~ **71.05.20** and Chapter 393-172A WAC and explained in the procedure accompanying this policy. Serious harm includes physical harm to self, another, or district property. Staff will closely monitor such actions to prevent harm to the students and will use the minimum amount of restraint and isolation appropriate to protect the safety of students and staff. The restraint, isolation, and other forms of reasonable force will be discontinued when the likelihood of serious harm has dissipated.

The superintendent or a designee will develop procedures to implement this policy, including review, reporting and parent/guardian notification of incidents involving restraint or isolation as required by law. **Additionally, the superintendent will annually report to the board on incidents involving the use of force.**

Cross References:

2161 – Special Education and Related Service for Eligible Students

2162 – Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973

Legal References: WAC 392-400-235
WAC 392-172A

Discipline—Conditions and limitations.
Rules for the Provision of Special Education

RCW 28A.600.485	Restraint of students with individualized education programs or plans developed under section 504 of the rehabilitation act of 1973-Procedures-Summary of incidents of isolation or restraint – Publishing to web site. [as amended by SHB 1240]
RCW 28A.600.486	District policy on the use of isolation and restraint – Notice to parents and guardians of children who have individualized education programs or plans developed under section 504 of the rehabilitation act of 1973
RCW 28A.155.210	Use of restraint or isolation-Requirement for procedures to notify parent or guardian.
RCW 28A.150.300	Corporal punishment prohibited-Adoption of policy.
RCW 9A.16.100	Use of Force on Children-Policy-Actions presumed unreasonable.
RCW 9A.16.020	Use of Force-When lawful.
RCW 70.96B.010	Definitions
ESHB 1688	Student Restraint & Isolation Reporting.

ADOPTED: August 28, 2014

REVISED: April 11, 2019;



Prepared for: Tumwater School Board
Prepared by: Wendy Bromley, Executive Director Human Resources
Meeting Date: September 28, 2023

Human Resources Policies 5281, 5401 and 5406

BACKGROUND

Policy 5281 - Disciplinary Action and Discharge (NEW)

Tumwater School District has not adopted this policy which identifies the grounds for disciplinary action and/or discharge. In order to hold all employees accountable to high expectations, being clear and consistent in our policies is important.

This is a 1st reading. At the October 26th meeting, the recommendation will be to adopt the policy.

Policy 5401 - Sick Leave (REVISED)

The previous policy has not been updated since 2013. TSD's current policy is missing the RCW updates on paid sick leave that were not part of the law in 2013. Information on accumulation of days was also not applicable at the last adoption. WSSDA does not have a procedure to go along with policy 5401. The updated policy is written in such a way to be interpreted as a procedure.

This is a 1st reading. At the October 26th meeting, the recommendation will be to adopt the policy and discontinue the procedure.

Policy 5406- Leave Sharing (REVISED)

The previous policy has not been updated since 2013. TSD's current policy was titled "Shared Leave" and the updated WSSDA 5406 is titled "Leave Sharing" to be in line with RCW 28A.400.380 Leave Sharing. The policy has been updated to be in compliance with the RCW around topics such as domestic violence, sexual assault, pregnancy disability and parental leave.

This is a 1st reading. At the October 26th meeting, the recommendation will be to adopt the policy.

**Tumwater School District Board
Policy**

DISCIPLINARY ACTION AND DISCHARGE

Grounds for Disciplinary Action or Discharge

Staff who fail to fulfill their job responsibilities or follow the reasonable directions of their administrators or who conduct themselves on or off the job in ways that affect their effectiveness on the job may be subject to disciplinary action or discharge. Behavior, conduct, or action that provides sufficient cause may warrant disciplinary action or discharge. Such behavior, conduct, or action may include but is not limited to:

- A. Incompetence;
- B. Inefficiency;
- C. Misappropriation or misuse of district property;
- D. Neglect of duty;
- E. Insubordination;
- F. Conviction/guilty plea of any crime which adversely affects the employee's ability to perform a job including any felony crime involving:
 - 1. The physical neglect of a child;
 - 2. The physical injury or death of a child;
 - 3. Sexual exploitation of a child;
 - 4. Sexual offenses;
 - 5. Promotion of a minor for prostitution purposes; or
 - 6. The sale or purchase of a minor child;[employees are required to report in writing to the superintendent any conviction or guilty plea of the above referenced crimes (and of any other crimes that are workplace related) within five days of conviction or guilty plea];
- G. ~~Malfesance~~ **Illegal activity by someone in a position of authority;**
- H. Misconduct;
- I. Inability to perform job functions;
- J. Willful violation of district policies and procedures, laws, or regulations;
- K. Mistreatment, abuse or assault of fellow workers, students, or members of the public;
- L. Conflict of interest;
- M. Abuse of leave;
- N. Unlawful harassment, verbal abuse, physical abuse or sexual misconduct toward staff, students, or members of the public;

- O. Manufacture, possession, distribution, sale or being under the influence of alcohol, controlled, illegal, addictive or harmful substances including anabolic steroids;
- P. Conduct (whether on the job or off the job) that has a substantial negative impact on performance;
- Q. Mental or physical inability to perform the essential job duties;
- R. ~~Intemperance~~ Lack of restraint;
- S. Intentional discrimination or harassment;
- T. Vulgar speech or actions;
- U. Use of habit-forming drugs without pharmaceutical prescription by a doctor of medicine licensed to practice in the state of Washington;
- V. Use of alcoholic beverages on district premises or at a district sponsored activity off the district premises;
- W. Use of district supplies and equipment for personal betterment or financial gain or other improper purposes;
- X. Falsification or omission of material information from district records or any report or statement required of or submitted by the employee. This includes, but is not limited to, providing false information to the district (i.e., timesheets, application materials, during formal investigations);
- Y. Engage in the obstruction of justice, which includes witness intimidation, retaliation, destruction of evidence, or engaging in conduct to compromise an investigation or inquiry of misconduct; or
- Z. Engage in any other conduct that lacks educational value/legitimate professional purpose and harms students.

In the event that allegations or charges are made against a staff member for misconduct with minors, the superintendent, ~~or designee~~, may contact the Child Protective Services central registry for evidence regarding whether the staff member is an adjudicated or admitted perpetrator of child abuse or neglect. Appropriate reports will also be made to law enforcement, the Office of the Superintendent of Public Instruction, and the student's parents or guardians, as required by law.

Nondisciplinary Dismissal

Nonrepresented classified employees and certificated administrators may be subject to nondisciplinary dismissal for behaviors such as, but not limited to, refusal to provide proof of vaccination or refusal to obtain a medical or religious accommodation. The option to use nondisciplinary dismissal does not obligate the district to do so or in any way limit or prevent the district from pursuing other responses as determined by the superintendent or designee.

Abuse and Sexual Misconduct

The district will not enter into any contract that is contrary to law to suppress information about verbal or physical abuse or sexual misconduct by a present or former employee and will comply with all legal requirements regarding such misconduct.

The district, or an individual acting on behalf of the district, shall not provide a recommendation of employment for a current or former employee, contractor, or agent that the district or individual acting on behalf of district knows or has probable cause to believe has engaged in sexual misconduct with a student or minor in violation of the law. District/school employees, contractors, and agents are also prohibited from providing a recommendation of employment to a current or former employee, contractor, or agent that the employees, contractors, or agents know or has probable cause to believe engaged in sexual misconduct with a student or minor in violation of the law. This does not prohibit the routine transmission of administrative or personnel files, but does prohibit doing more than that to help the current or former employee obtain new employment.

Suspension of Staff

The superintendent/designee is authorized to suspend a staff member immediately as deemed appropriate.

Legal References:

- RCW 28A.400.300 Hiring and discharge of employees — Written leave policies — Seniority and leave benefits of employees transferring between school districts and other educational employers
- RCW 28A.400.320 Crimes against children — Mandatory termination of classified employees — Appeal — Recovery of salary or compensation by district
- RCW 28A.400.340 Notice of discharge to contain notice of right to appeal if available
- RCW 28A.405.300 Adverse change in contract status of certificated employee — Determination of probable cause — Notice — Opportunity for hearing
- RCW 28A.405.310 Adverse change in contract status of certificated employee, including non-renewal of contract — Hearings — Procedure
- RCW 28A.405.470 Crimes against children — Mandatory termination of certificated employees — Appeal — Recovery of salary or compensation by district
- RCW 28A.410.090 Revocation or suspension of certificate or permit to teach — Criminal basis — Complaints — Investigation — Process
- RCW 49.44.200 Personal social networking accounts — Restrictions on employer access - Definitions
- Chapter 181-86 RCW Policies and procedures for administration of certification proceedings
- WAC 181-87 Acts of Unprofessional Conduct

ADOPTED:

Proposed

**Tumwater School District
Board Policy**

SICK LEAVE

I. Paid Sick Leave for Certificated and Classified Staff Members

The district will grant each certificated and classified staff member of the district sick leave days annually in accordance with RCW 28A.400.300 and applicable collective bargaining agreements.

Unused sick leave days may be accumulated from year-to-year up to a maximum of one hundred eighty days for the purposes of RCW 28A.400.210 and 28A.400.220, and for leave purposes up to a maximum of the number of contract days agreed to in a given contract, but not greater than one year.

The district requires a signed statement from a healthcare provider for any absence in excess of five consecutive days. Pursuant to WAC 296-128-660, if the district requires such verification from a nonexempt staff member and the staff member believes obtaining verification would result in an unreasonable burden or expense, the staff member may contact the Human Resource Department orally or in writing. Verification must be provided to the district within 10 calendar days of the first day a nonexempt staff member used paid sick leave to care for themselves or a family member.

If sick leave benefits are exhausted, the board may grant leave without pay for the balance of the year upon the recommendation of the superintendent/designee.

II. Attendance Incentive Program for Certificated and Classified Staff Members

In January of the year following any year in which a minimum of 60 days of sick leave is accrued, and each January thereafter, any eligible staff member may exercise an option either:

A. To receive remuneration for unused sick leave accumulated in the previous year in an amount equal to one day's monetary compensation of the staff member for each four full days of accrued sick leave in excess of 60 days; or

B. To add that year's sick leave to the staff member's accumulated sick leave.

All such leave for which the staff member receives compensation will be deducted from accumulated sick leave at the rate of four days for every one day's monetary compensation.

A staff member may cash-out all accrued sick leave at the above rate at the time of an eligible separation from employment as set forth in RCW 28A.400.210 and Chapter 392-136 WAC.

The administrator of the estate of a deceased staff member may also cash-out all accumulated sick leave at the rate of one day's monetary compensation for every four days of leave. A certified copy of the death certificate and proper documentation of court appointment as administrator of the estate must be submitted to the district office.

III. Additional Paid Sick Leave Provisions

A. Nonexempt Staff Members

Nonexempt staff members are covered by the sick leave provisions of RCW 28A.400.300 and are also covered by the sick leave provisions of RCW 49.46.210 and Chapter 296-128 WAC beginning January 1, 2018.

In general, the sick leave benefits provided under RCW 28A.400.300 are more generous than those required by RCW 49.46.210 and Chapter 296-128 WAC. Below, however, are some of the rights that nonexempt staff members are entitled to under RCW 49.46.210 and Chapter 296-128 WAC:

1. Nonexempt staff members must accrue at least one hour of paid sick leave for every forty hours worked.
2. Nonexempt staff members are entitled to use their accrued paid sick leave beginning on the ninetieth calendar day after the commencement of their employment.
3. Nonexempt staff members may use paid sick leave to care for themselves or their family members, when the staff members' workplace or children's school or place of care has been closed by a public official for any health related reason, or for absences that qualify for leave under the Domestic Violence Leave Act.
4. Nonexempt staff members must be permitted to carry over at least forty hours of paid sick leave.
5. Retaliation against a nonexempt staff member for lawful exercise of paid sick leave rights is prohibited.

B. Reasonable Notice for the Use of Paid Sick Leave

Nonexempt staff members must provide reasonable advance notice of an absence from work for the use of paid sick leave to care for themselves or a family member. Please provide such reasonable notice to employee's immediate supervisor. Any information

provided will be kept confidential. If a nonexempt staff member's absence is foreseeable, the staff member must provide notice to employee's immediate supervisor at least 10 days, or as early as possible, before the first day paid sick leave is used. If a nonexempt staff member's absence is unforeseeable, the staff member must contact their immediate supervisor as soon as possible.

A nonexempt staff member must give advance oral or written notice to their immediate supervisor as soon as possible for the foreseeable use of paid sick leave to address issues related to the staff member or the staff member's family member being a victim of domestic violence, sexual assault, or stalking. If a nonexempt staff member is unable to give advance notice because of an emergent or unforeseen circumstance related to the staff member or the staff member's family member being a victim of domestic violence, sexual assault, or stalking, the staff member or a designee must give oral or written notice to their immediate supervisor no later than the end of the first day that the staff member takes such leave.

C. Frontloaded Paid Sick Leave

The district will provide eligible nonexempt staff members with a notification of frontloaded paid sick leave. This notification will provide details of the amount of paid sick leave hours that will be placed into a nonexempt staff member's paid sick leave bank at the start of their employment. It will include the calculations used to determine the frontloaded hours, the paid sick leave accrual year, and a staff member's eligibility details. Unused frontloaded paid sick leave balances of 40 hours or less will carry over to the following year.

The district will make written or electronic notification to a nonexempt staff member for each paid sick leave frontloading period, providing the amount of paid sick leave frontloaded, the calculation used to determine the amount of paid sick leave, and any adjustments based on additional accrued hours. If a nonexempt staff member's frontloaded paid sick leave is less than the amount that they were entitled to accrue, the district will make any additional amounts of paid sick leave available for the staff members use no later than 30 days after the discrepancy is identified.

If a nonexempt staff member uses more paid sick leave than the staff member would have accrued absent frontloading, the district will not seek reimbursement from the staff member for the paid sick leave used.

Legal References:

RCW 49.46.200
RCW 49.46.210

Paid sick leave
Paid sick leave – Authorized
purposes – Limitations – “Family
member” defined

Chapter 296-128 WAC RCW 28A.400.210	Minimum Wages Employee attendance incentive program — Remuneration or benefit plan for unused sick leave
RCW 28A.400.300	Hiring and discharging of employees — Written leave policies — Seniority and leave benefits, of employees transferring between school districts and other educational employers
Chapter 392-136 WAC	Finance — Conversion of Accumulated Sick Leave
AGO 1964 No.98	Sick leave for certificated and noncertificated employees
AGO 1980 No.22	Limitation on compensated leave for school district employees

Cross References 5406 - Leave Sharing

ADOPTED: August 11, 1983

REVISED: March 27, 1997; December 14, 2006; December 10, 2009; May 23, 2013

Current

**Tumwater School District
Board Policy**

SICK LEAVE

The district shall grant staff members sick leave in accordance with state law and/or as covered by respective collective bargaining agreements.

The district will provide sick leave cash out as provided by state laws and regulations.

Legal References:	RCW 28A.400.210	Employee attendance incentive program — Remuneration for unused sick leave
	RCW 28A.400.300	Hiring and discharging employees — Leaves for employees — Seniority and leave benefits, retention upon transfers between schools
	Chapter 392-136 WAC	Conversion of Accumulated Sick Leave
	AGO 1963-64 No.98	Sick leave for certificated and noncertificated employees
	AGO 1980 No.22	Limitation on compensated leave for school district employees

ADOPTION DATE: August 11, 1983

REVISION DATES: March 27, 1997, December 14, 2006, December 10, 2009; May 23, 2013

(This replaces former policy 3410 under the old numbering system)

Proposed

**Tumwater School District
Board Policy**

LEAVE SHARING

The district shall **will** establish and administer a leave sharing ~~plan in~~ **program through** which eligible employees may donate excess leave for use by an eligible recipient who is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment or physical or mental condition; **who is a victim of domestic violence, sexual assault, or stalking; who is sick or temporarily disabled because of pregnancy disability; who is on parental leave;** or who has been called to service in the uniform services.

Such a program is intended to extend leave benefits to an eligible recipient who otherwise would have to take leave without pay or terminate his or her employment.

The superintendent **or designee** is directed to develop ~~administrative procedures for staff members who accrue annual leave and for staff members who do not earn annual leave, but who accrue leave to be used for illness, injuries or emergencies.~~ The superintendent is directed to administer the **a procedure for administering the leave sharing plan program** in a manner consistent with state law and applicable collective bargaining agreements.

Cross References: Policy 5201

Conflicts Between Policy and Bargaining Agreements

Legal References: RCW 28A.400.380 Leave Sharing Program
RCW 41.04.650-665 Leave Sharing Program
WAC 392-126-004-104 Finance-Shared Leave

ADOPTED: March 28, 1991

REVISED: May 23, 2013

SUPERINTENDENT'S REPORT



Superintendent Board Report October 26, 2023

****Recognition****

This month we continue our Tumwater recognition program, honoring individuals in our schools and community who represent and exemplify the district's mission, "Continuous Student Learning in a Caring, Engaging Environment."

Tonight we are joined by Washington Art Education Association Secondary Art Educator of the Year, Jill Giudice. This award recognizes Jill's outstanding dedication, professionalism, innovation, service, advocacy, and excellence in the field of art education. Her award letter noted, "Over the past 18 years, including your remarkable tenure of six years at Tumwater High School, you have shown unwavering dedication and passion for nurturing creativity and guiding your students toward meaningful art experiences. Through your visionary leadership, you have transformed the art program at Tumwater High School, expanding it from under attended classes to overflowing ones, filled beyond capacity."

National Career Development Month

November is National Career Development Month and signals a time for schools, families and communities to support students as they focus on their future career choices. No matter their age, students in every classroom have an opportunity to explore careers. Navigating the uncertainty of the formative years takes courage, curiosity, and outside support. A single conversation can spark a passion that leads to a lifetime of reward. I encourage every teacher and every classroom in Tumwater to look for opportunities to discuss and explore career opportunities throughout the month. There are some great resources available including <https://www.careerexplore.org/> where students can learn about career pathways, watch a video about the career, and get salary and education information. There is another Washington site called <https://careerconnectwa.org/directory/> that allows you to search our local community for registered apprenticeships. The first one I pulled up for our area was a HVAC/Refrigeration Mechanic with the Eastern Washington - Northeast Oregon Pipe Trades Apprenticeship Committee for \$45.16/Hour. During the month of November the district will be highlighting career opportunities within the Tumwater School District and I invite our community to reconnect with our schools and share their own career and pathway.

Thurston County Food Bank.

On October 6, 2023 I had the opportunity to tour the Thurston County Food Bank warehouse with Michaela Winkley, Community Engagement Coordinator. The food Bank's mission is to, "Eliminate hunger in our local community with a strategy of neighbor helping neighbor." They are a volunteer organization who have served 62,000 individuals in 2021, 49% of whom were children. In 2021, more than 2,000 individuals volunteered, donating 44,000 hours of labor. They are always looking

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Superintendent Kevin Bogatin

for volunteers and on my tour I met three students from the Olympia School District, volunteering as part of their graduation requirements.

The warehouse is not far from here and was purchased in 2014 and has 20,000 square feet of space with 600,000 cubic feet of storage. They have a giant walk-in cooler and freezer adding to the variety of food options available to our community. The warehouse supports a regional distribution operation to local food banks and other regional partners such as senior centers, churches, apartment complexes, and a fire station. They currently have 19 partners and 11 mobile sites. In 2021 they distributed more than 5 million pounds of food. One notable omission from Thurston County Food Bank is a site in Tumwater. I had the opportunity to connect with CEO, Jay Kang and we've pledged to work together to meet this growing need in our community.

2023 Refund Levy

Each year the Thurston County Treasurer's office sends a list of net refund levy amounts for taxes that have been canceled or supplemented in 2022-2023. They are the result of tax adjustments resulting from successful challenges to assessed value, technical errors in value, or granting exemptions. According to RCW 84.69.180 the district has the option to adopt an annual refund levy to recover these lost tax dollars. The EP&O Levy is \$148,542.87 and the Capital Projects Levy is \$41,656.81. There is also Bond levy dollars of approximately \$95,000, but we've been advised to not take action with the bond. We recently met with DA Davidson and he noted that the community approved and passed a P&O Levy at a rate of \$2.50 per \$1,000 of assessed value. Our most recent P&O rate was \$2.11, significantly lower than the approved rate. Adopting a resolution to recover these funds will have a minimal impact on our taxpayer rate. The resolution will be brought forward in November for your consideration.

Transportation Task Force

Last Thursday the first meeting of the Transportation Task Force gathered here at the district office. The purpose of this task force is to develop a plan or at least brainstorm ideas to ensure that EVERY student can safely arrive at school and home on time each day. The committee consists of 30 stakeholders from across the district representing each school and our transportation department. Doug Mah has agreed to be the facilitator for the Task Force meetings. Doug is the former mayor of Olympia (2008-2011) and has extensive background and experiences in intergovernmental relations and facilitation. Doug is excited to work with Tumwater and help us examine our transportation issues and help our team explore possibilities.

We began the work by taking a look at the current reality, including spending some time to fully understand the problem. We are purposely trying not to limit discussion and the creative generation of ideas by placing a lot of restrictions on their thinking. We will work to overcome barriers and vet any possible solutions before making any significant changes to our current operation. That being said, I know parents, students, and staff are frustrated and I want to reiterate my appreciation for our dedicated bus drivers and transportation staff who work tirelessly every day to serve the children of the Tumwater School District. I

recognize that they did not create the current situation we are in, but it will take all of us working together to figure out how to solve it.

Walk to School Month

Last week I was invited to the Tumwater City Council meeting to be part of the city reading and proclaiming October 2023 as Walk to School Month. Mayor Sullivan read the proclamation which in part reads, "Whereas in October, community leaders, parents, and children from around the world will join together for Walk to School events to increase awareness about the health and environmental benefits of walking and biking to school. Now therefore, I Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim the month of October 2023 Walk to School Month." I was joined by Kerri Wilson, Walk N Roll Program Supervisor & Employee Transportation Coordinator for the Intercity Transit, Walk N Roll Program. This year I am excited to report that Michael T Simmons is and will be participating in Walk, Bike, & Roll to School activities in October and throughout the school year. We look forward to expanding this great initiative and partnership with Intercity Transit with our other schools in the years to come.