



Tumwater School District

Dr. Carole Meyer
Interim 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, September 8, 2022

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** (*President Taylor*)
- Recognition/Flag Salute
-
- 6:01pm** **Public Comment Reminder** (*President Taylor*)
- 6:03pm** **Agenda Discussion/Approval** (*President Taylor/Superintendent Meyer*)
- 6:04pm** **Meeting Minutes Review**
- August 11, 2022 Regular Meeting
 - August 25, 2022 Regular Meeting
- 6:05pm** **Consent Agenda**
- Personnel Report
 - Payroll & Vouchers
 - Capital Projects – Contract Change Orders
 - Capital Projects – Acceptance of Contracts as Complete
 - 22-23 Yearbook Contract Award
- 6:06pm** **Recognition**
- Black Hills High School Student – Maverick Collins
 - Best of South Sound Winners – East Olympia Elementary, Tumwater Middle School and Black Hills High School
- 6:15pm** **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*)

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”

- 6:45pm** **Reports to the Board**
- Comprehensive School Counseling Program – SB 5030 Overview (*Andra Kelley-Batstone*)
 - 1st Reading Policy 6114 (formerly 4004) – Gifts or Donations (*Melissa Richter*)
 - 1st Reading – Redistricting Proposed Population Reports (*Superintendent Meyer*)
- 7:05pm** **Superintendent Report** (*Superintendent Meyer*)
- 7:15pm** **Board Committee Reports**
- Legislative Update (*Director Kaikkonen*)
 - WIAA Update (*President Taylor*)
- 7:25pm** **Board Comments**
- 7:35pm** **Recess Regular Meeting**
- Executive Session to discuss Collective Bargaining and Negotiations per RCW 42.30.140(4)(b)
- 8:15pm** **Reconvene Regular Meeting**
- 8:16pm** **Adjourn Regular Meeting**

NEXT BOARD MEETING: Regular Board Meeting on October 13, 2022 (*sign-in info available by 10/7//22*)
and Board Work Session on September 22, 2022 (*sign-in info available by 9/16/22*).
The Board may also schedule additional special or emergency meetings consistent with RCW 28A.343.380.



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Tumwater School District School Board Meeting Minutes

Location: District Office & YouTube
621 Linwood Ave. SW
Tumwater, WA 98512
August 11, 2022
6:00 pm

Board Members Present: Casey Taylor, Scott Killough, Darby Kaikkonen, Dr. Carole Meyer (Secretary)

Board Member Excused: Melissa Beard

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

Public Comment Reminder:

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

Agenda Discussion/Approval:

- Agenda Changes: Superintendent Meyer shared that there were no changes/additions to the previously published version of the agenda. No motion is necessary. The agenda was approved as presented.

Review of Minutes

- The Board has reviewed minutes from July 28, 2022 and there were no changes. No motion is necessary. The minutes were unanimously approved.

Consent Agenda

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

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

"Continuous Student Learning in a Caring, Engaging Environment"

➤ Personnel Report:

New Hire:				
Keri O'Hara	Paraprofessional	TMS	Continuing (2022-2023)	TAP
Shelby McMahon	Paraprofessional	TMS	Continuing (2022-2023)	TAP
Chrystal Smith	Paraprofessional	SL	Continuing (2022-2023)	TAP
Kristen Toney	Paraprofessional	MTS	One Year Only (2022-2023)	TAP
Taylor Deerwester	Paraprofessional	PGS	One Year Only (2022-2023)	TAP
Danita Weisenburg	Paraprofessional	EOE	One Year Only (2022-2023)	TAP
Jennifer Clark	Teacher	BLE	1.0 FTE, Continuing (2022-2023)	TEA
Robert "Tom" Urvina	Bus Driver Trainee	Transportation	Effective August 15, 2022	PSE
Molly McCutcheon Watkins	Teacher	BMS	1.0 FTE, Continuing (2022-2023)	TEA
Adjusted:				
Melissa Richter	Executive Finance Director	Financial Services	From Accounting Manager to Executive Finance Director, effective July 11, 2022	ADMIN
Pam Jolley	Accounting Manager	Financial Services	From Payroll/Benefits Manager to Accounting Manager, effective August 1, 2022	NON-REP
Tina Williams	Office Professional 5	BHHS	From Continuing Paraprofessional to Continuing Office Professional 5, effective 2022-2023 school year	TOPA
Harriet Ferris	Paraprofessional	Special Services	From 6.5 hours per day Continuing at LINC'S to 7.5 hours per day Continuing at NM/CHS effective 2022-2023 school year	TAP
Sarah Nelson	Payroll Coordinator	Financial Services	From a .8 FTE to a 1.0 FTE, effective August 1, 2022	NON-REP

Clinton Foster	Custodian	Support Services	From Early Childhood Learning Center/Tumwater Learning Center/Support Services to Bush Middle/Tumwater Learning Center/Support Services, effective September 1, 2022	PSE
Jennifer Potter	Net Tech III	Technology	From Net Tech II to Net Tech III, effective July 1 2022	NON-REP
Michael Rains	Paraprofessional	PGS	From Bus Driver to One Year Only Paraprofessional effective the 2022-2023 school year	TAP
Leaves:				
Kellie Graham	Office Professional 3	THS	LOA starting September 19, 2022, returning May 19, 2023	TOPA
Mahona Sampson	Assistant Cook	THS	LOA from May 27, 2022, returning for the 2022-2023 school year	PSE
Resignation:				
Amber Morales	Paraprofessional	SL	Effective August 31, 2022	TAP
Krista Chugg	Paraprofessional	Special Services	Effective August 31, 2022	TAP
David (Chris) Tanner	Bus Driver Trainee	Transportation	Effective August 1, 2022	PSE
Michelene Oster	Bus Driver	Transportation	Effective August 8, 2022	PSE
Margarete Jayarama	Office Professional 6	MTS	Effective August 31, 2022	TOPA
Robert Kondrat	Coach	TMS	Effective July 13, 2022	N/A
Sara Crimmins	Paraprofessional	Student Learning	Effective August 31, 2022	TAP
Retirement:				
Kellie Graham	Office Professional 3	THS	Effective May 22, 2023	TOPA
Sara Gore	Paraprofessional	THE	Effective August 31, 2022	TAP
Recommend Approval Of:				
Recommend approval to rescind offer of employment issued on June 28, 2022 for James Kellar, effective August 2, 2022				

Recommend approval of adding a Benefits Coordinator/HR Lead – salary range \$44.39/hr - \$47.39/hr

Recommend approval to release Dan Casler from his teaching contract effective August 4, 2022

➤ Payroll and Vouchers

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
<u>GENERAL FUND:</u>					
Payroll					
Payroll Taxes					\$ 1,076,656.06
Direct Deposit					\$ 3,605,978.05
Payroll Benefit					
Wire Transfer					\$ 1,295,591.19
Accounts Payable - Payroll	72805900	to	72805907		\$ 9,277.43
Accounts Payable	72220171	to	72220198		\$ 67,892.65
Accounts Payable	77220199	to	72220210		\$ 33,747.71
Accounts Payable	72220211	to	72220219		\$ 142,292.31
Accounts Payable	72220220	to	72220220		\$ 1,096.78
Accounts Payable	72220221	to	72220225		\$ 7,937.84
Accounts Payable	72220226	to	72220242		\$ 1,012,918.62
Accounts Payable	72220243	to	72220243		\$ 58,488.12
Accounts Payable	72220244	to	72220265		\$ 196,322.95
Accounts Payable ACH					\$ 226,505.94
Accounts Payable ACH					\$ 140,074.69
Accounts Payable ACH					\$ 344,272.12
Accounts Payable ACH					\$ 57,116.72
Accounts Payable ACH					\$ 478,014.42
Accounts Payable ACH					\$ 29,880.68
ACH Rejection					
Voided Warrants					\$ (2,007.42)
Accounts Payable - COMP TAX					\$ 2,223.95
TOTAL GENERAL FUND:					\$ 8,784,280.81

CAPITAL PROJECTS FUND:

Accounts Payable	72012544	to	72012545	\$	49,693.92
Accounts Payable	72012546	to	72012546	\$	1,489.67
Accounts Payable	72012547	to	72012551	\$	75,879.14
Accounts Payable ACH				\$	4,141.66
Accounts Payable ACH				\$	11,432.52
Accounts Payable ACH				\$	101,732.07
Accounts Payable ACH				\$	184.57
Accounts Payable ACH				\$	103,528.94
Voided Warrants					
Accounts Payable - COMP TAX					
TOTAL CAPITAL PROJECTS					
				FUND:	\$ 348,082.49

ASSOCIATED STUDENT BODY FUND:

Accounts Payable	72442057	to	72442061	\$	6,464.23
Accounts Payable	72442062	to	72442068	\$	403.76
Accounts Payable	72442069	to	72442071	\$	3,070.00
Accounts Payable	72442072	to	72442073	\$	99.25
Accounts Payable ACH				\$	16,812.27
Accounts Payable ACH				\$	23,435.18
Accounts Payable ACH				\$	4,832.34
Accounts Payable ACH				\$	1,812.54
Accounts Payable ACH				\$	89.28
Voided Warrants				\$	(250.00)
Accounts Payable - COMP TAX				\$	545.46
TOTAL ASSOCIATED STUDENT BODY FUND:				\$	57,314.31

PRIVATE PURPOSE FUND:

Accounts Payable	72700575	to	72700575	\$	48.00
Accounts Payable ACH					

Voided
Warrants
Accounts
Payable -
COMP TAX

TOTAL PRIVATE PURPOSE

FUND: \$ 48.00

TRANSPORTATION VEHICLE FUND:

Accounts Payable 72900029 to 72900029

TOTAL TRANSPORTATION

VEHICLE FUND: \$ -

- Budget Status Report
- Capital Projects Contract Change Order – PGS Portables
- Special Services – 22-23 Inter-District Agreement for Educational Services for Disabled Students

Public Comment Follow-Up and Recognition

- Recognition – Public School Employees (PSE) “Stuff the Bus”

Public Comment

- Agenda and Non-Agenda Items: Becky Parsons stated that 1 person signed up to address the Board. Darlene Adkins spoke about Social Emotional Learning (SEL) curriculum that would include brain awareness.

Reports to the Board

- 1st Reading, Policy 2195 – Academic Acceleration: Shawn Batstone presented.
- 22-23 Preliminary Budget Review: Melissa Richter presented.

Superintendent’s Report

Superintendent’s Report: Shawn Batstone presented an update on the Leadership Academy that district administrators have been participating in this week; great work is happening! Superintendent Meyer presented on Leadership Framework 3.0. The district is migrating our administrators into the Eval system inside Homeroom as well as adding High School and Beyond Plan (no longer using Naviance) and ALE-written SLPs. This is a cost savings of \$25,000. She highlighted Brené Brown’s Daring Leadership. The administrators took the Daring Leadership Assessment and rich conversations have happened because of it.

Shawn Batstone provided a Tumwater U overview. This is 1 ½ days for staff development that will be happening on August 29th and 30th. Also coming up on August 31st is the New Employee Orientation for certificated staff.

Board Member Comments

- President Taylor: He thanked Superintendent Meyer and Shawn Batstone for their Leadership Academy work. He also thanked PSE for coming and letting them

know their thoughts. He can appreciate their efforts and once was a grounds and maintenance employee. He's hopeful that an agreement can be reached soon.

- Director Kaikkonen: She thanked PSE for coming and would love to hear their perspectives. On Tuesday, she attended the annual OSPI block party which included a performance by the Tumwater Hill Elementary Marimba Band led by Heather Stoker. It was incredible! At the end of last year, it was obvious that Naviance needed to be replaced and there had to be a better way; she is impressed that the change was made so quickly. She also stated that she would like student first language in all of our agreements in reference to the inter-district agreement with Clover Park SD.
- Director Killough: He thanked PSE for coming tonight and he would like to hear public comment or for someone to send him an email with points of concern. His day-job deals with professional development for teachers and admin and the list of what they will be learning is impressive. He stated that we are a special district. He hears from a lot of districts and Tumwater provides impressive training.

Recess Regular Meeting:

- Executive Session to discuss Collective Bargaining and Negotiations per RCW 42.30.140(4)(b). The meeting recessed at 7:00 PM. Executive Session began at 7:05 PM and ended at 7:34 PM with no action taken.

Reconvene and Adjourn Regular Meeting:

With no further business coming before the Board, the Regular Board Meeting adjourned at 7:36 PM.

Recorded by:
Becky Parsons

Signed this 8th day of September 2022.

Board Member

Board Secretary



Tumwater School District

Dr. Carole Meyer
Interim Superintendent

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**Tumwater School District
School Board Meeting Minutes**
Location: District Office & YouTube
621 Linwood Ave. SW
Tumwater, WA 98512
August 25, 2022
6:00 pm

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

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

Public Comment Reminder:

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

Agenda Discussion/Approval:

- Agenda Changes: Superintendent Meyer shared that there were no changes/additions to the previously published version of the agenda. No motion is necessary. The agenda was approved as presented.

Consent Agenda

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

NAME	POSITION	LOC	STATUS	GROUP
New Hire:				
Patricia McNabb	Teacher	BLE	0.73 FTE, One Year Only (2022-2023)	TEA
Jesse Hadley	Transportation Manager/HR Liaison	Transportation	1.0 FTE, One Year Only (2022-2023)	NON-REP

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”

Asher Mann	Teacher	TVA	1.0 FTE, Continuing (2022-2023)	TEA
Emily "Millie" Dilworth	Paraprofessional	DO	Continuing (2022-2023)	TAP
Cara Menard	Teacher	TMS	1.0 FTE, Continuing (2022-2023)	TEA
Randy Nickle	Maintenance	B&G	Continuing (2022-2023), effective August 29, 2022	PSE
Sabrina Bowes	Paraprofessional	LRE	Continuing (2022-2023)	TAP
Lindsey Chapman	Teacher	EOE	1.0 FTE, One Year Only (2022-2023)	TEA
Emily "Millie" Dilworth	Paraprofessional		Continuing (2022-2023)	TAP
April Becker	Office Professional 6	LRE	Continuing position, effective 2022-23 school year	TOPA
Joshua Theobald	Teacher	THS	0.4 FTE, Continuing (2022-2023)	TEA
Madison Hansen	Teacher	PGS	1.0 FTE, One Year Only (2022-2023)	TEA
Megan Reid	Assistant Principal	BHHS	1.0 FTE, One Year Only (2022-2023), effective August 23, 2022	ADMIN
Adjusted:				
Michael Aromin	Lead Custodian	BHHS	From Custodian (B&G) to Lead Custodian (BHHS), effective September 1, 2022	PSE
Kristi Sigmon	Cook	BMS	From Assistant Cook (BHHS) to Cook (BMS), effective September 1, 2022	PSE
Amy Finney	Office Professional 3	THS	From Office Professional 4 (THS) to Office Professional 3 (THS), effective 2022-2023 school year	TOPA
Shelynne Berkey	Office Professional 6	TMS	From 5 hours/day to 7 hours/day, Continuing position, effective 2022-2023 school year	TOPA
Rebecca Trehuba	Office Professional 6	BMS	From 6 hours/day to 8 hours/day, Continuing Position, effective 2022-2023 school year	TOPA
Jason Dick	Paraprofessional	BMS	From 6 hours/day to 6.5 hours/day, Continuing position, effective 2022-2023 school year	TAP

Christina Berry	Office Professional 6	BHHS	From 6 hours/day to 8 hours/day, Continuing Position, effective 2022-2023 school year	TOPA
Andria Rice	Teacher	MTS	From 0.2 FTE to 1.0 FTE, Continuing (2022-2023)	TEA
Leaves:				
Ralph Smithson	Maintenance	B&G	LOA beginning August 3, 2022, returning August 31, 2022	PSE
Colleen Gundersen	Paraprofessional	EOE	LOA for the 2022-2023 school year	TAP
Whitney Lowe	Teacher	BMS	LOA for the 2022/2023 school year, returning September 1, 2023	TEA
Christy Turnbow	Teacher	BLE	LOA for the 2022-2023 school year, returning for the 2023-2024 school year	TEA
Megan Trimble	Human Resource Specialist II	HR	LOA starting October 3, 2022, returning August 14, 2023	NON-REP
Hayley Ridout	Human Resource Specialist II	HR	LOA starting October 24, 2022, returning May 1, 2023	NON-REP
Candy Sapp	Paraprofessional	EOE	LOA starting September 6, 2022, returning January 3, 2023	TAP
Kailyn Nygren	Teacher	TMS	LOA starting October 17, 2022, returning February 6, 2023	TEA
Resignation:				
Bambi Richardson	Cook	THS	August 31, 2022	PSE
Lisa Holliday	Office Professional 5	TMS	August 31, 2022	TOPA
Jordan Owen	Coach	BMS	Resigning coaching position only, effective August 17, 2022	N/A
Kristine Kershaw	Bus Driver	Transportation	Effective August 29, 2022	PSE
Co-Curricular:				
Jackson Martin	Head Boys Golf Split	BHHS		N/A
Russell Olsen	Head Boys Golf Split	BHHS		N/A
Recommend Approval of:				
Recommend approval to increase base pay for Non-Bargained Activities and Athletic salary schedule to \$37,000, in addition to the 5.5% IPD that was approved at the July 28th Board Meeting.				
Recommend approval to release Cristin Larkin from her 2022-2023 teaching contract, effective August 11, 2022				
Corrections:				

Correction to paraprofessional new hire, Michael Rains, which was approved at the August 11, 2022, Board meeting. Michael is a new paraprofessional (One Year Only), effective the 2022-2023 school year.

- 21-22 Tumwater Office Professionals Association (TOPA) Negotiated Agreement
- George Bush Middle School Donation Acceptance - \$500 from WSECU

Recess Regular Meeting

- 22/23 Budget Hearing – The Regular Meeting recessed at 6:02 PM. Melissa Richter presented the 22-23 budget. There was no public comment.

Reconvene Regular Meeting

- The Regular Meeting reconvened at 6:29 PM.

Recognition

- Transportation Outstanding OSPI Inspection Results: The Board recognized Rodney Olaen (lead mechanic), Jason Miles and Dan Dausener. Dena Jordan added that she was very proud of them especially due to the fact that the WSP inspections were during the last week of school. She then introduced and welcomed Jesse Hadley, Transportation Manager, to the team.

Public Comment

- Agenda and Non-Agenda Items: Becky Parsons stated that 6 people signed up to address the Board. Kathie Axtell, Megan Ready, Robin Youngquist and Jennifer Monson spoke about paraeducator bargaining. Mark Skinner and Diana Markham spoke about bus driver compensation/frustration.

Reports to the Board

- COVID-19 Protocols for the 22/23 School Year. Linda Moffitt presented.
- 22/23 DOH Learn to Return-Labor Grant. Linda Moffitt presented.

Action Items

- Director District 1 – Board Vacancy: Director Kaikkonen motioned to repost the Director District 1 Board position for a period of 30 days to identify any additional candidates whom the Board may wish to interview prior to making this appointment to the Board. Director Killough seconded. The motion passed unanimously.
- 2nd Reading and recommended approval of Policy 2195, Academic Acceleration. No motion necessary. Policy 2195, Academic Acceleration passed unanimously.
- Recommended approval of Resolution 02-22-23, Budget Adoption for the 22-23 School Year. No motion necessary. Resolution 02-22-23 passed unanimously.

Superintendent's Report

Superintendent's Report: Superintendent Meyer congratulated the three schools that were awarded The Best of South Sound awards: East Olympia Elementary (Bronze), Tumwater Middle School (Silver) and Black Hills High School (Bronze). She also provided an Equity Advisory Committee update which met in person on August 17th. Superintendent Meyer and Director Beard also met with a representative with the

Squaxin Island Tribe and tentatively set follow up meetings for every other month. Another program Superintendent Meyer is excited to bring to Tumwater is the Principal Induction Program from AWSP. Four administrators will help lead the Principal Induction Standards and they also signed up to be mentors: Kim Doughty, Misty Hinkle, Andra Kelley-Batstone and Dave Meyers. This program is grant funded.

Dr. Meyer shared with the Board the many district activities and in-service meetings she's attended since she has started in Tumwater.

Board Committee Reports

- Legislative Update: Director Kaikkonen presented. She shared that she will bring a summary of the Legislative Handbook to the September 8th meeting. WSSDA did reach out to her about the tool she created; she is still hoping they will utilize it.

Board Member Comments

- President Taylor: He thanked the public speakers for coming and bringing these issues to the Board's attention. He also thanked staff for their work with getting the year started. He also thanked Dr. Meyer for energizing the staff; it's clear that she's been actively engaged with the district.
- Director Kaikkonen: She thanked our public comment speakers for returning to this meeting and bringing their thoughts. She suggested an update to Policy 4004 – can we raise the donation level that requires board approval?
- Director Beard: She thanked the audience for coming. She is excited for the school year to start; she has seen a lot of smiles and the buildings look great. She thanked Dr. Meyer for setting a good tone throughout the district.
- Director Killough: He thanked Laurie Wiedenmeyer for her quick response to the request to get volunteers in school. He recognizes that it has been a very difficult situation through COVID. He read her statement from the summer Open Line communication.

Recess Regular Meeting:

- Executive Session to discuss Collective Bargaining and Negotiations per RCW 42.30.140(4)(b). The meeting recessed at 7:32 PM. Executive session began at 7:40 PM and ended at 8:30 PM with no action taken.

Reconvene and Adjourn Regular Meeting:

With no further business coming before the Board, the Regular Board Meeting adjourned at 8:32 PM.

Recorded by:
Becky Parsons

Signed this 8th day of September 2022.

Board Member

Board Secretary

CONSENT AGENDA

- Personnel Report: Questions can be directed to Beth Scouller.
- Payroll & Vouchers: Questions can be directed to Melissa Richter.
- Capital Projects Contract Change Orders – NMSC 2022 Cosmetology and BHHS Boilers & Chiller Replacement: Questions can be directed to Mel Murray.
- Capital Projects Acceptance of Contracts as Complete – PGS New Portables Casework; PGS New Portables; PGS New Portables Electric; BHHS Commons Re-roofing; THS Parking Lot Lighting Upgrades: Questions can be directed to Mel Murray.
- 22-23 Yearbook Contract Award: Questions can be directed to Melissa Richter.



Tumwater School District

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www.tumwater.k12.wa.us

Carole Meyer
Superintendent

September 8, 2022

TO: School Board
FROM: Beth Scouller
SUBJECT: Personnel Report

Financial Services:
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Human Resources:
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Payroll/Benefits:
(360) 709-7029
Special Services:
(360) 709-7040
Capital Projects:
(360) 709-7005

Preliminary

New Hire:				
Javkhan (Jack) Battumur	Coach	BHHS	Effective August 24, 2022	N/A
Luz Pena	Paraprofessional	MTS	One Year Only (2022-2023)	TAP
Kimberly Forcier	Paraprofessional	THE	One Year Only (2022-2023)	TAP
Amber Henrichsen	Paraprofessional	BMS	One Year Only (2022-2023)	TAP
Savannah Owen	Paraprofessional	Special Services	One Year Only (2022-2023)	TAP
Laural Elway	Paraprofessional	Special Services	One Year Only (2022-2023)	TAP
Constance Phegley	Teacher	Student Learning	0.5 FTE, Continuing (2022-2023)	TEA
Noah Bryley	Coach	BHHS	Effective August 29, 2022	N/A
Kierstin Smith	Teacher	PGS	1.0 FTE, One Year Only (2022-2023)	TEA
Garrett Baldwin	Paraprofessional	BHHS	Continuing (2022-2023)	TAP
Rebecca Moody	Teacher	BMS	1.0 FTE, One Year Only (2022-2023)	TEA
Adjusted:				
Cristin Aulabaugh	Cook	THS	From 3 hours Assistant Cook (BMS) to 6.5 hours Cook (THS), effective the 2022-2023 school year	PSE
Leaves:				
Erin Gehrke	Teacher	MTS	1.0 FTE Leave of Absence for the 2022-2023 school year	TEA
Avery Butler	Teacher	BLE	Leave of Absence beginning January 3, 2023, returning April 10, 2023	TEA
Julie Rohr	Transportation Tech/Router	Transportation	Leave of Absence beginning September 9, 2022, returning October 2, 2022	PSE
Kristin Jewell	Teacher	THS	0.4 FTE Leave of Absence for the 2022-2023 school year	TEA

BOARD OF DIRECTORS

MELISSA BEARD CASEY TAYLOR SCOTT KILLOUGH DARBY KAIKKONEN

"Continuous Student Learning in a Caring, Engaging Environment"

Joel McMillan	Teacher	THS	Intermittent leave September 15, 2022, returning November 28, 2022	TEA
Resignation:				
Greg Bert	Head Girls Tennis Coach	BHHS	Effective August 24, 2022	N/A
January Canfield	Bus Driver	Transportation	Effective August 31, 2022	PSE
Denise Reed	Office Professional 3	Special Services	Effective August 26, 2022	TOPA
Gail Stuart	Bus Driver	Transportation	Effective August 31, 2022	PSE
Co-Curricular:				
Kailyn Nygren	Assistant Girls Soccer Coach	TMS	Resigning effective August 22, 2022	N/A
Recommend Approval Of:				
Recommend approval to release Justin McKaughan from his 2022-2023 teaching contract, effective September 1, 2022				
Recommend approval to increase the PSE salary schedule by 5.5%, effective the 2022-2023 school year				

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 July 2022.

DATE: September 8, 2022

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

THIS IS TO CERTIFY that the warrants and electronic transfers of the Tumwater School District No. 33, Thurston 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		\$ 1,083,309.42
Direct Deposit		\$ 3,460,967.46
Payroll Benefit Wire Transfer		\$ 1,191,262.26
Accounts Payable - Payroll	72805908 to 72805915	\$ 12,043.61
Accounts Payable	72220266 to 72220295	\$ 166,745.95
Accounts Payable	77220296 to 72220309	\$ 77,574.01
Accounts Payable	72220310 to 72220310	\$ 3,298.52
Accounts Payable	72220311 to 72220311	\$ 62.25
Accounts Payable	72220312 to 72220326	\$ 199,971.07
Accounts Payable	72220327 to 72220327	\$ 14,372.68
Accounts Payable	72220328 to 72220340	\$ 70,990.21
Accounts Payable	72220341 to 72220357	\$ 1,234,902.23
Accounts Payable	72220369 to 72220369	\$ 12,329.25
Accounts Payable ACH		\$ 151,642.80
Accounts Payable ACH		\$ 726,069.69
Accounts Payable ACH		\$ 159,716.49
Accounts Payable ACH		\$ 47,392.64
Accounts Payable ACH		\$ 29,860.21
ACH Rejection		
Voided Warrants		\$ (333.92)
Accounts Payable - COMP TAX		\$ 4.081.73
TOTAL GENERAL FUND:		\$ 8,646,258.56
CAPITAL PROJECTS FUND:		
Accounts Payable	72012552 to 72012554	\$ 366,992.66
Accounts Payable	72012555 to 72012557	\$ 13,934.21
Accounts Payable	72012547 to 72012551	
Accounts Payable ACH		\$ 43.23
Accounts Payable ACH		\$ 6,712.03
Accounts Payable ACH		\$ 72,106.23
Accounts Payable ACH		\$ 32.26
Accounts Payable ACH		
Voided Warrants		
Accounts Payable - COMP TAX		\$ 1,581.04
TOTAL CAPITAL PROJECTS FUND:		\$ 461,401.66
ASSOCIATED STUDENT BODY FUND:		
Accounts Payable	72442074 to 72442075	\$ 1,050.00
Accounts Payable	72442075 to 72442076	\$ 1,010.00
Accounts Payable ACH		\$ 4,891.27
Accounts Payable ACH		\$ 13,000.17
Accounts Payable ACH		\$ 705.05
Accounts Payable ACH		\$ 4,605.36
Accounts Payable ACH		
Voided Warrants		
Accounts Payable - COMP TAX		\$ 455.43
TOTAL ASSOCIATED STUDENT BODY FUND:		\$ 25,717.28
PRIVATE PURPOSE FUND:		
Accounts Payable	72700576 to 72700576	\$ 1,700.00
Accounts Payable ACH		\$ 500.00
Voided Warrants		
Accounts Payable - COMP TAX		
TOTAL PRIVATE PURPOSE FUND:		\$ 2,200.00
TRANSPORTATION VEHICLE FUND:		
Accounts Payable	72900030 to 72900030	\$ 140,596.08
TOTAL TRANSPORTATION VEHICLE FUND:		\$ 140,596.08

Board of Directors of Tumwater School District No. 33

I, Carole Meyer, 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.

Carole Meyer, Secretary to the Board



DATE: September 8, 2022
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 New Market Skills Center 2022 Cosmetology construction contract is attached.

Change Order #1 for the Black Hills High School Boilers & Chiller Replacement construction contract is attached.

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

**CHANGE
ORDER**

AIA Document G701

OWNER X
 ARCHITECT X
 CONTRACTOR X
 FIELD
 OTHER

PROJECT:
 NMSC 2022 Cosmetology
 7299 New Market St. SW
 Tumwater, WA 98501

CHANGE ORDER NO.: 1
 DATE: 08/24/2022
 ARCHITECT'S PROJECT NO.: 2022-013
 CONTRACT DATE: 8/8/2022
 CONTRACT FOR: Construction

TO CONTRACTOR:
 Adroit Contractors
 1001 S. Evergreen Park Dr. SW
 Olympia, WA 98502 Attn: Stuart Drebeck

The Contract is changed as follows:

1. Remove Additive Alternate Bid #1 from Contract. Contract Sum will be reduced by \$24,625.00 to \$144,440.00. New Market Skills Center/Tumwater SD will replace the existing flooring included under a separate contract.

Total Change Order # 1

-\$24,625.00

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.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$169,065.00
Net change by previously authorized Change Orders	\$0.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$169,065.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$-24,625.00.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$144,440.00

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: Thursday, December 8, 2022

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.

<u>Tovani Hart, PC</u> ARCHITECT	<u>Adroit Contractors</u> CONTRACTOR	<u>Tumwater School District</u> OWNER
<u>609 A Columbia St. SW</u> ADDRESS	<u>1001 S. Evergreen Park Dr. SW</u> ADDRESS	<u>621 Linwood Ave. SW</u> ADDRESS
<u>Olympia, WA 98501</u> ADDRESS	<u>Olympia, WA 98502</u> ADDRESS	<u>Tumwater, WA 98512</u> ADDRESS
<u>BY</u>	<u>BY</u>	<u>BY</u>
<u>DATE</u>	<u>DATE</u>	<u>DATE</u>



**Tumwater
School District**

**CHANGE
ORDER #1**

OWNER X
ARCHITECT X
CONTRACTOR X
FIELD
OTHER

PROJECT:
Black Hills High School Boilers &
Chiller Replacement

CHANGE ORDER NO.: 1

DATE: July 25, 2022

ARCHITECT'S PROJECT NO.:

TO CONTRACTOR:
Betschart Mechanical Inc.
5508 128th ST E STE 101
Puyallup, WA 98373

CONTRACT DATE: January 19, 2022

The Contract is changed as follows:

Cost to remove unneeded electrical wiring for boilers. \$2,465.00

Total Change Order # 1 \$2,465.00

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 \$0.00
 The (Contract Sum) (Guaranteed maximum Price) prior to this Change Order was \$483,500.00
 The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) \$2,465.00
 (unchanged) by this Change Order in the amount of
 The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be \$485,965.00

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: unchanged

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.

ARCHITECT/ENGINEER

Hargis Engineers Inc.
1201 3rd AVE STE 600
Seattle WA 98101

CONTRACTOR

Betschart Mechanical Inc.
5508 128th ST E STE 101
Puyallup WA 98373

OWNER

Tumwater School District
621 Linwood AVE SW
Tumwater WA 98512

BY 

DATE 8/24/22



DATE: September 8, 2022
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: Consent Agenda:
Acceptance of Contracts as Complete

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

Board acceptance of these contracts 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.

**Peter G Schmidt New Portables, Casework
Genothen Holdings, LLC**

Initial Contract	\$49,201.00
Change Orders	\$ 0.00
Contract Total	\$49,201.00
Retainage 10%	\$ 4,920.10

**Peter G Schmidt New Portables
KCDA / Pacific Mobile**

Initial Contract	\$464,863.56
Change Orders	\$ 32,366.20
Contract Total	\$497,229.76
Retainage 5%	\$ 24,861.49

**Peter G Schmidt New Portables, Electrical
Sare Electric**

Initial Contract	\$132,550.00
Change Orders	\$ 0.00
Contract Total	\$132,550.00
Retainage 10%	\$ 13,255.00

**Black Hills High School, Commons Re-Roofing
Madsen Roofing**

Initial Contract	\$77,564.00
Change Orders	\$ 0.00
Contract Total	\$77,564.00
Retainage 10%	\$ 7,756.40

**Tumwater High School, Parking Lot Lighting Upgrades
Cunningham Electric**

Initial Contract	\$50,544.00
Change Orders	\$ 0.00
Contract Total	\$50,544.00
Retainage 10%	\$ 5,054.40



Dr. Carole Meyer
Interim 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

DATE: September 1, 2022
TO: Tumwater School Board Members
FROM: Melissa Richter, Executive Director of Finance
RE: 2022-23 Yearbook Bid

We are bringing for your consideration at the September 8th Board meeting the 2022-23 Yearbook bid for the high schools and the middle schools.

The district has followed the usual procedure for soliciting and reviewing competitive bids. The district solicited in the Daily Olympian on July 20th and July 27th. Bid documents were opened on August 17th at 3:00 p.m. at the Tumwater SD District Office. A team of representatives did bid analysis on August 19th at 11:00a.m. at the district office. The representatives were from both high schools, both middle schools, the Financial Services office and CTE Department.

We received only one bid, from Jostens, our current yearbook provider. The team looked at cost, history/company strength, and the ability to meet our technical specifications. Jostens came out the clear winner.

We are recommending acceptance of the Jostens bid.

Please call me at 360.709.7011 if you have any questions.

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”

REPORTS TO THE BOARD

- Comprehensive School Counseling Program – SB 5030 Overview: Questions can be directed to Andra Kelley-Batstone.
- 1st Reading, Policy 6114 (formerly 4004) – Gifts or Donations: Questions can be directed to Melissa Richter.
- 1st Reading, Redistricting Proposed Population Reports: Questions can be directed to Superintendent Meyer.

Tumwater School District Board Policy

~~GIFTS, GRANTS, AWARDS AND SCHOLARSHIPS~~ OR DONATIONS

The Board of Directors of Tumwater School District No. 33 is duly appreciative of public interest in and good will toward the schools manifested through gifts and grants. The Board reserves the right, however, to specify the manner in which gifts are made, to define the type of gift or grant which it considers appropriate, and to reject those which it deems inappropriate or unsuitable. ~~recognizes that individuals and organizations in the community may wish to contribute additional supplies or equipment to enhance or extend the instructional program.~~ Any gift to the district of real property can be accepted only by Board approval. Any gift to the district or to an individual school or department of money, materials or equipment having a value of \$500.00 ~~1000.00~~ or greater shall be subject to board approval.

In no event shall any commitment be made by a staff member or other individuals in return for any gift to the district or to a school or department without the Board's authorization. The Board shall ~~will~~ not authorize gifts that are inappropriate, which carry with them unsuitable conditions or which shall obligate the district to future expenditures from the general fund which are out of proportion to the value of the gift. All gifts shall become district property and shall be accepted without obligation relative to use and/or disposal. ~~Acceptance of gifts that are valued at less than \$500.00 shall be at the discretion of the appropriate administrator or program.~~

~~The superintendent will establish criteria to be met in the acceptance of all gifts or donations to the district, regardless of whether they are solicited or unsolicited.~~

~~The Board of Directors believes that it is bound by its public functions and responsibility to provide facilities, equipment, and staff adequate to maintain its regular instructional program and cannot in good conscience accept gifts which could be interpreted as an assumption of this responsibility on the part of the donor.~~

~~Gifts that fall outside of the restrictions specified in the previous section and which will heighten the educational experience of the student will be considered appropriate and acceptable. Gifts, which duplicate certain existing facilities and equipment, thus accelerating the attainment of particular education goals, will be considered appropriate and acceptable.~~

~~Prior to communicating their offers to the Board of Directors, prospective donors should consult with the appropriate instructional or administrative departments of the public schools and follow this by clearance with the central administration. In general, the Board will not accept gifts with conditions or contingencies attached.~~

Unsolicited Gifts or Donations to the District

Money or additional supplies and equipment donated by booster clubs or other groups or patrons to support specific teams or extra-curricular activities are not to result in unacceptable levels of disparity of allocation favoring one team or gender.

Solicited Gifts or Donations to the District

Certificated staff seeking donations for their classroom must obtain prior approval from the building principal. Other staff or administrators seeking donations to benefit an entire school or the district as a whole must obtain prior approval from the Superintendent or his/her designee. In no event will any commitment be made by a staff member or other individuals in return for any gift to the district or to a school or department without the board's authorization.

Gifts to Staff

The board recognizes that students and/or parents may wish to express their appreciation to school staff by giving gifts. In recognition of the fact that not all families can afford to show their appreciation with gifts, the board encourages the giving of letter of appreciation instead.

ADOPTED: April 8, 1969

REVISED: May 14, 1998; April 11, 2013

**Sammamish
DataSystems**

Geographic Information Systems for Microcomputers

PO Box 70382
Bellevue, WA 98005-0382
Telephone (425)867-1485
Fax (425)861-0184

E-mail bob.schweitzer@sammdata.com

March 2022

Good Morning!

Enclosed are the proposed population reports for each of your proposed Board of Directors districts based on Census 2020 data. Also included is a map showing the Board districts as adjusted. I have also provided a statistical tabulation showing the 2020 population by race and Hispanic origin for each of the new board district and the entire district.

After you and your Board have had a chance to evaluate the proposed district reports and map, we will be ready to assist you with any changes that might still be required. Once no further changes are required to the proposed Director districts, and the Board approves them, please submit, in writing/E-mail, your request for us to prepare the narrative Meets and Bounds descriptions.

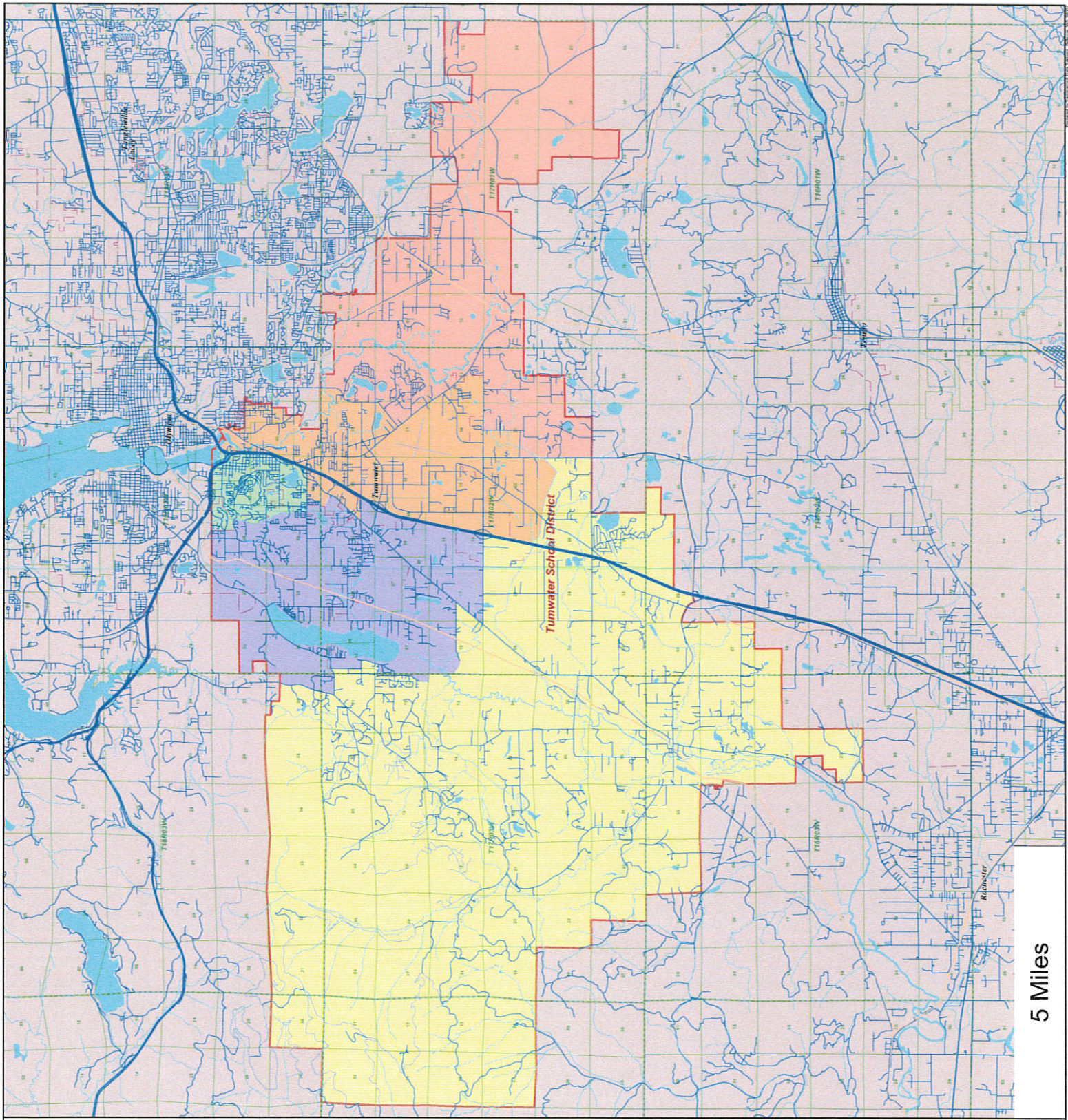
We will also be providing a Dept of Justice interchange files. These are a file for your County's GIS department. This is to allow them to create 'Shape' files.

If you have any questions, please feel free to contact me at (425) 867-8962 or bob.schweitzer@sammdata.com.

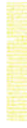




Sincerely,




Robert Schweitzer
Redistricting Project Manager



**Tumwater School District -
Proposed Board Districts
as Approximated Using
Census 2020 Geography**

-  1st District
-  2nd District
-  3rd District
-  4th District
-  5th District

 City Limits

 District Outline

 Sectional Centers

 Townships

5 Miles

Tumwater School District District Summary Report

Director District Number	Ideal Population	Total Population	Deviation from Ideal	% Deviation from Ideal	White Population	Hispanic Origin (of any race)	Non White & Mixed
1st	8,667	8,632	-35	-0.40	7,295	514	1,337
2nd	8,667	8,705	38	0.44	6,287	825	2,418
3rd	8,667	8,668	1	0.01	6,783	825	1,885
4th	8,667	8,689	22	0.25	7,036	666	1,653
5th	8,667	8,640	-27	-0.31	6,839	681	1,801
Totals.....		43,334	-1		34,240	3,511	9,094

Summary of Population by Race and Hispanic Origin

District Number	Total Population	Total Population by Race										Two or More Races		Hispanic Origin (of any race)
		Total	White	Black African American	American Indian and Alaska Native	Asian	Hawaiian and Other Pacific Islander		Other Race	Total	Total			
							Native	Other						
1st	8,632	7,841	7,295	85	107	169	25	160	791	514				
2nd	8,705	7,686	6,287	310	127	652	60	250	1,019	825				
3rd	8,668	7,615	6,783	195	106	250	50	231	1,053	825				
4th	8,689	7,831	7,036	133	108	320	60	174	858	666				
5th	8,640	7,696	6,839	131	118	329	52	227	944	681				
Totals.....	43,334	38,669	34,240	854	566	1,720	247	1,042	4,665	3,511				

**Tumwater School District -
Proposed Board Districts
as Approximated Using
Census 2020 Geography**

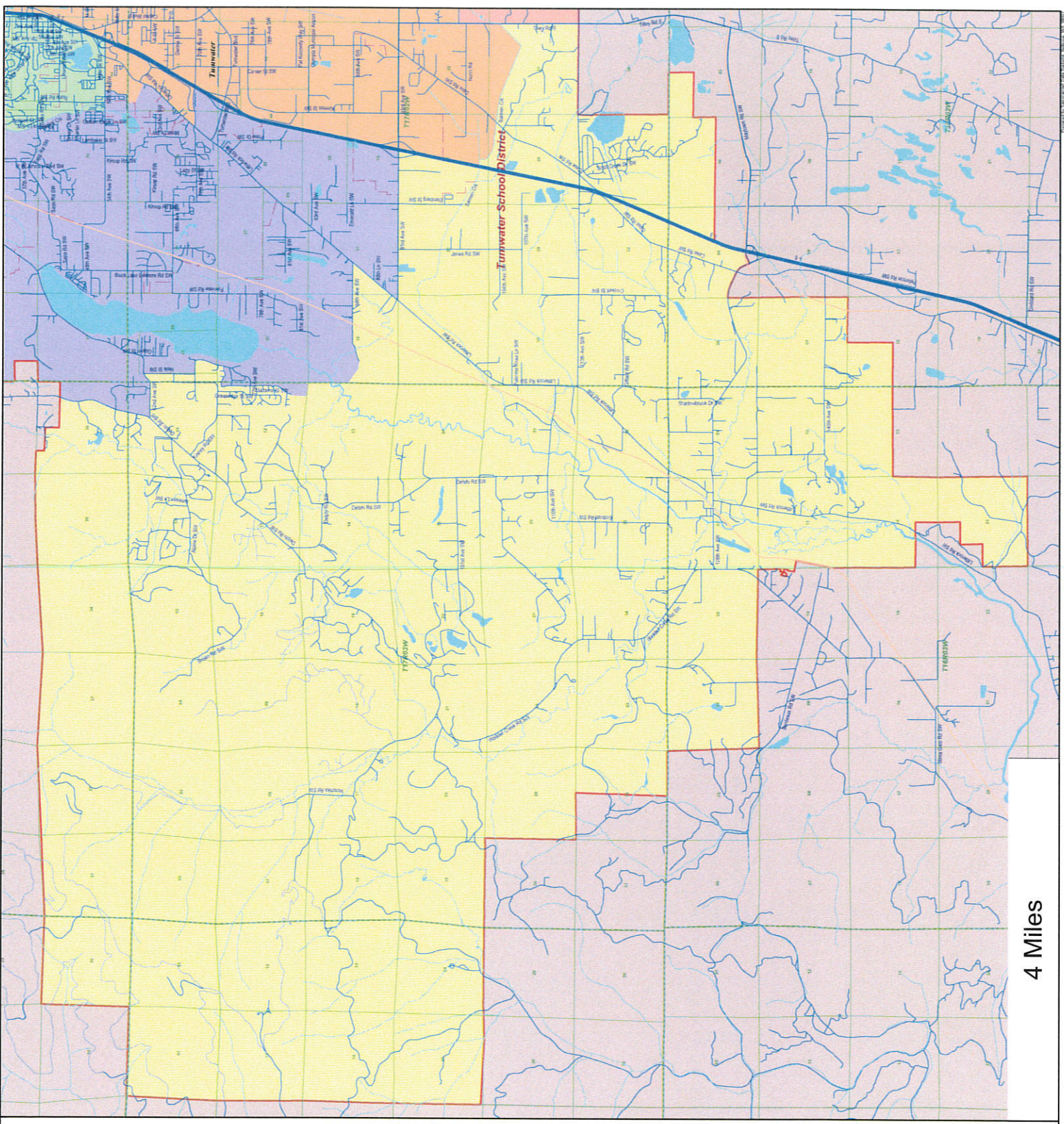
-  1st District
-  2nd District
-  3rd District
-  4th District
-  5th District

 City Limits

 District Outline

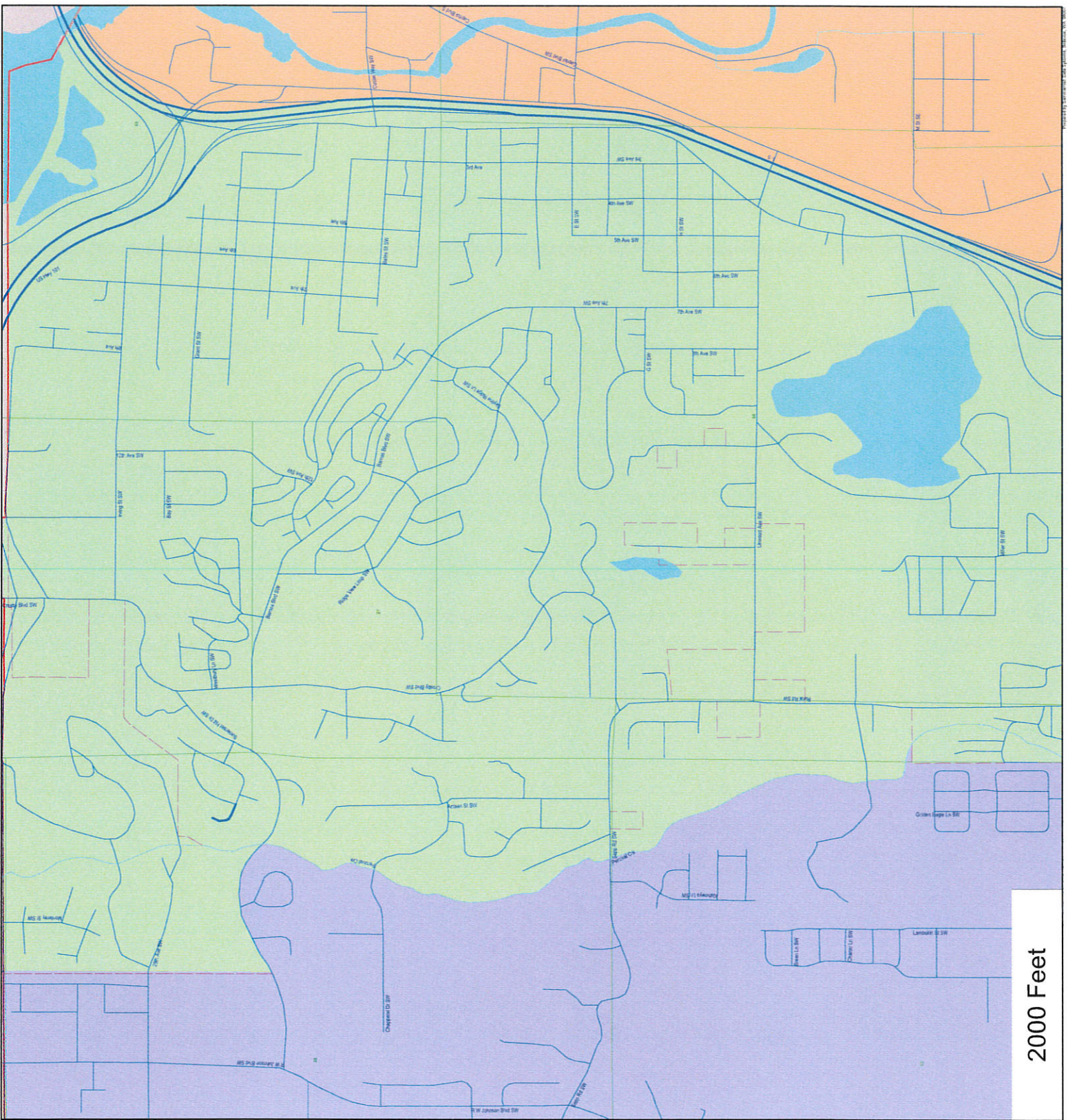
 Sectional
Centers

 Townships



4 Miles

Tumwater School District -
Proposed Board Districts
as Approximated Using
Census 2020 Geography



2000 Feet

Tumwater School District - Proposed Board Districts as Approximated Using Census 2020 Geography

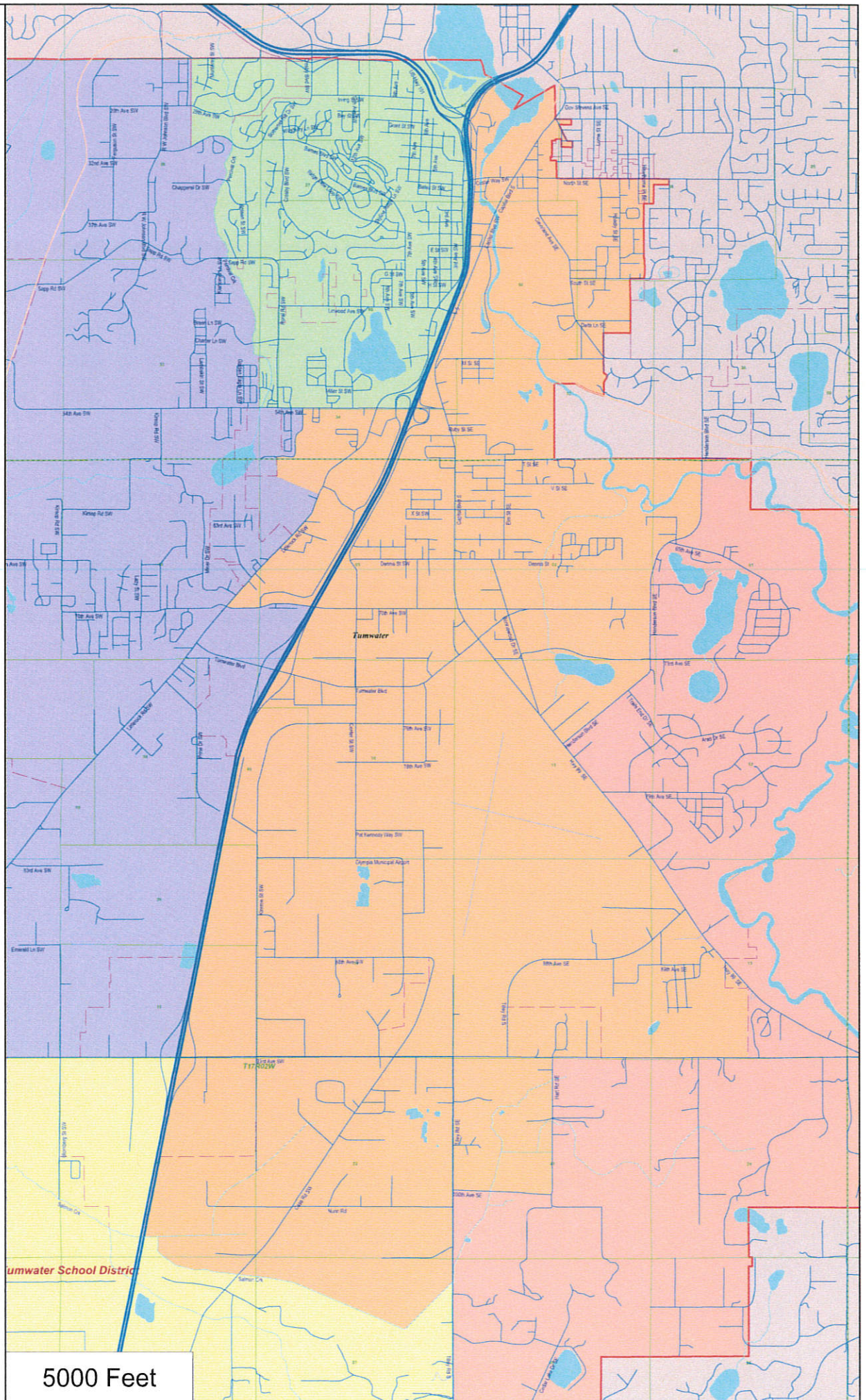
- 1st
- 2nd
- 3rd
- 4th
- 5th

City Limits

District Outline

Section Centers

Township



Tumwater School District - Proposed Board Districts as Approximated Using Census 2020 Geography

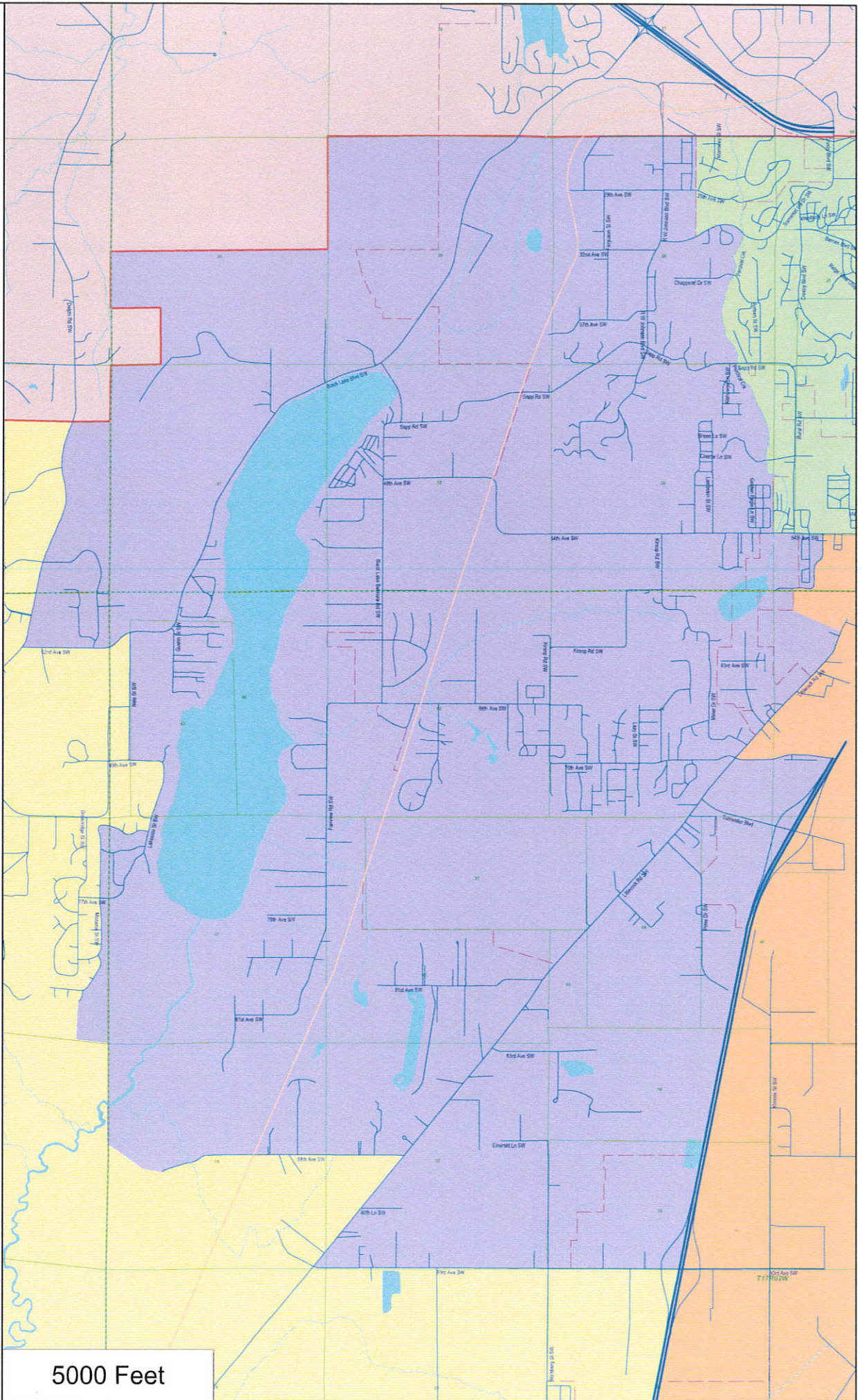
- 1st
- 2nd
- 3rd
- 4th

City Limits

District Outline

Section Centers

Township



5000 Feet

Tumwater School District -
Proposed Board Districts
as Approximated Using
Census 2020 Geography



1st District
2nd District
3rd District
5th District



City Limits



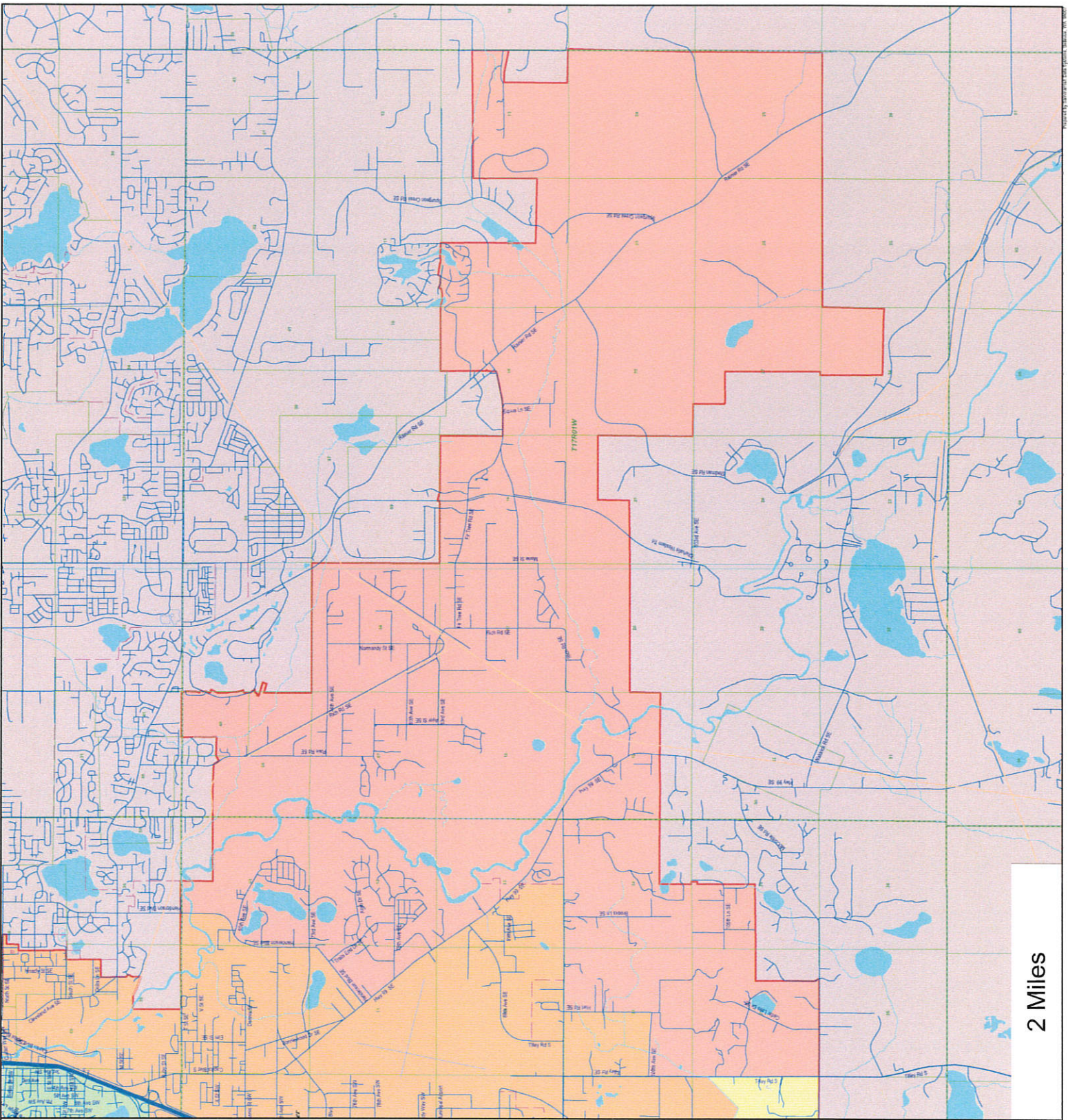
District Outline



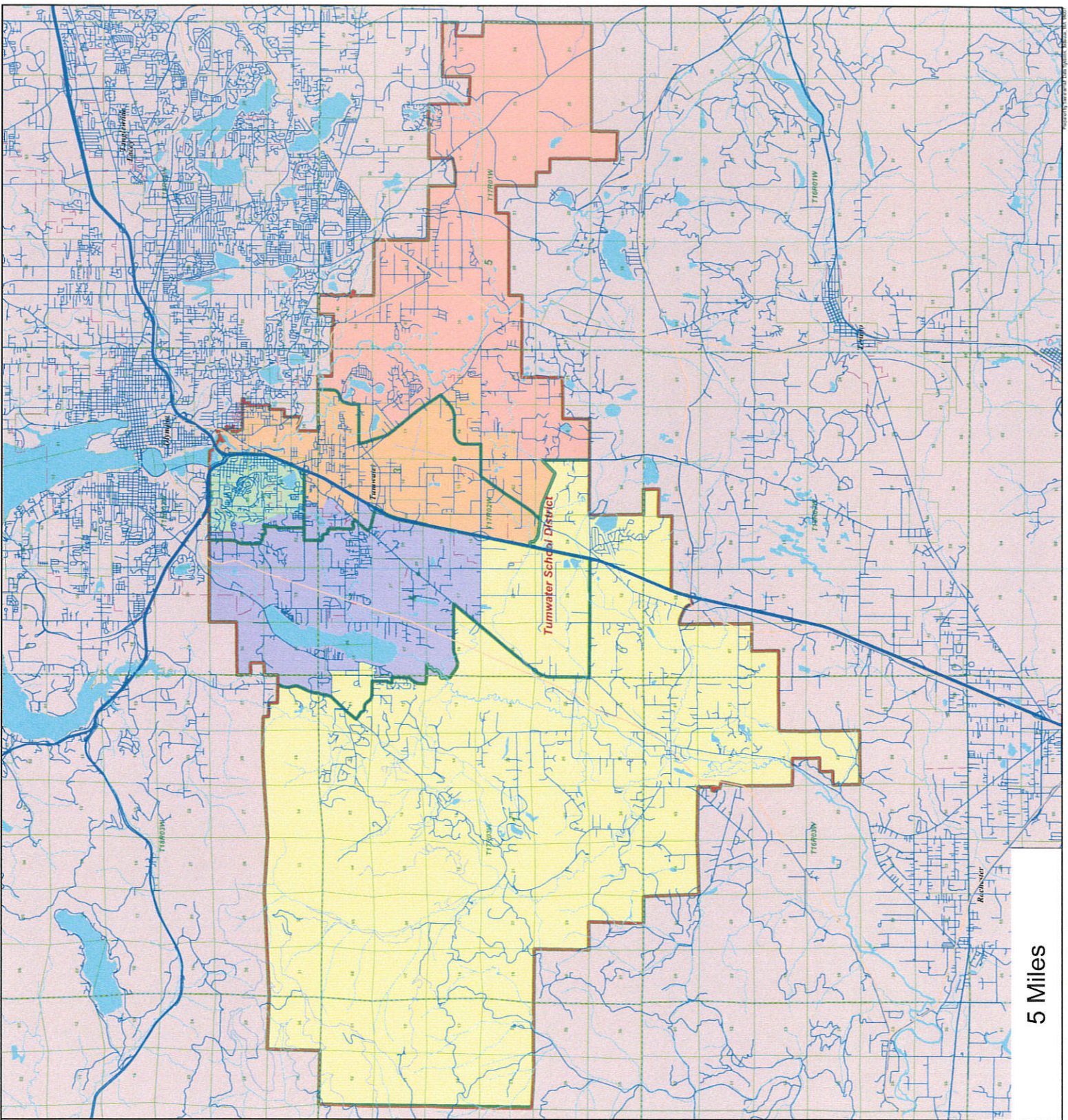
Sectional
Centers



Townships



2 Miles



5 Miles

Tumwater School District -
Proposed Board Districts
as Approximated Using
Census 2020 Geography

- 1st District
- 2nd District
- 3rd District
- 4th District
- 5th District

City Limits

Previous
Director
Districts

District Outline

Sectional
Centers

Townships

**Tumwater School District
- Proposed Board
Districts as Approximated
Using Census 2020
Geography**

-  1st District
-  4th District



City Limits



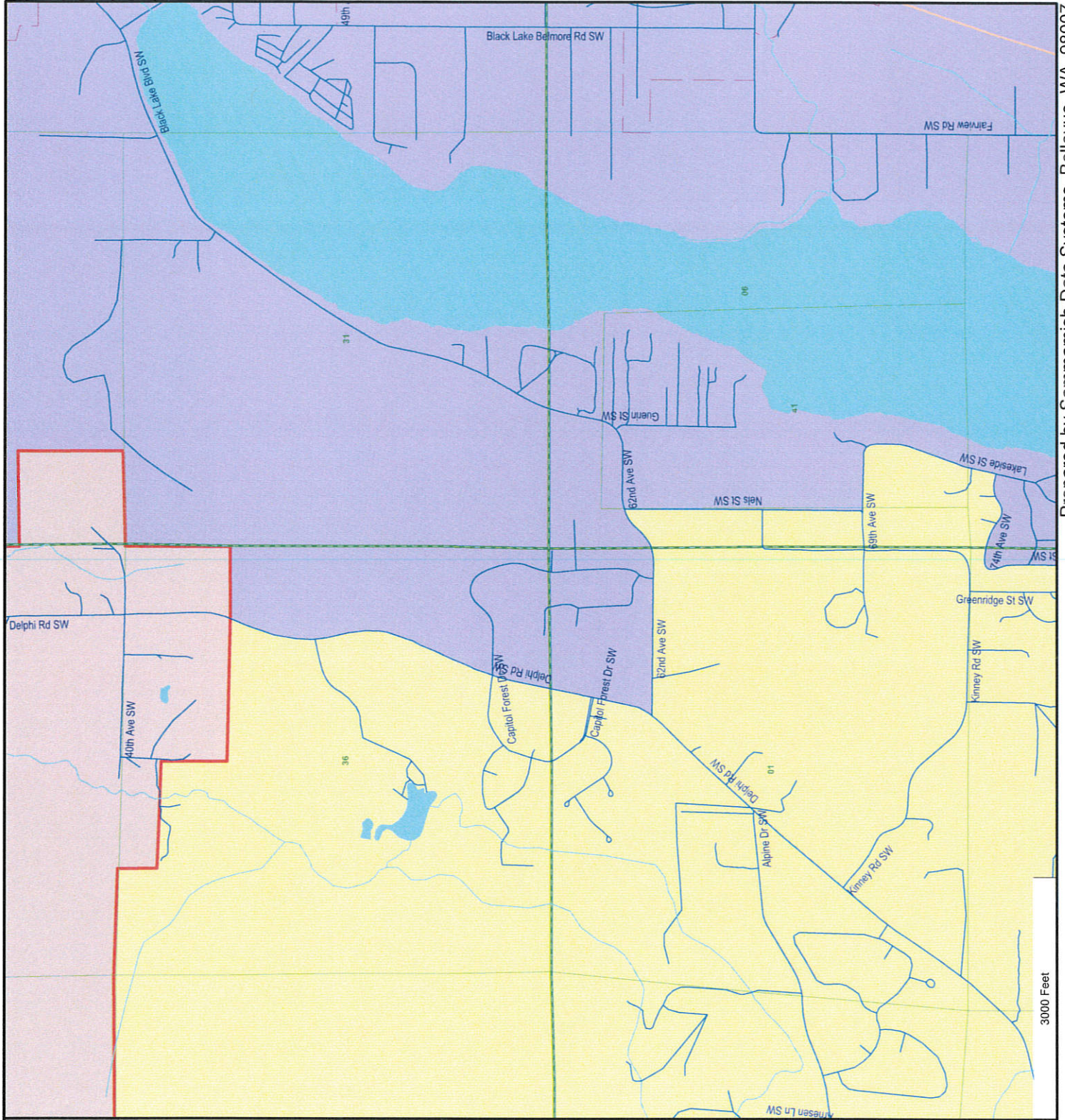
District
Outline



Sectional
Centers



Townships



Tumwater School District
 - Proposed Board
 Districts as Approximated
 Using Census 2020
 Geography

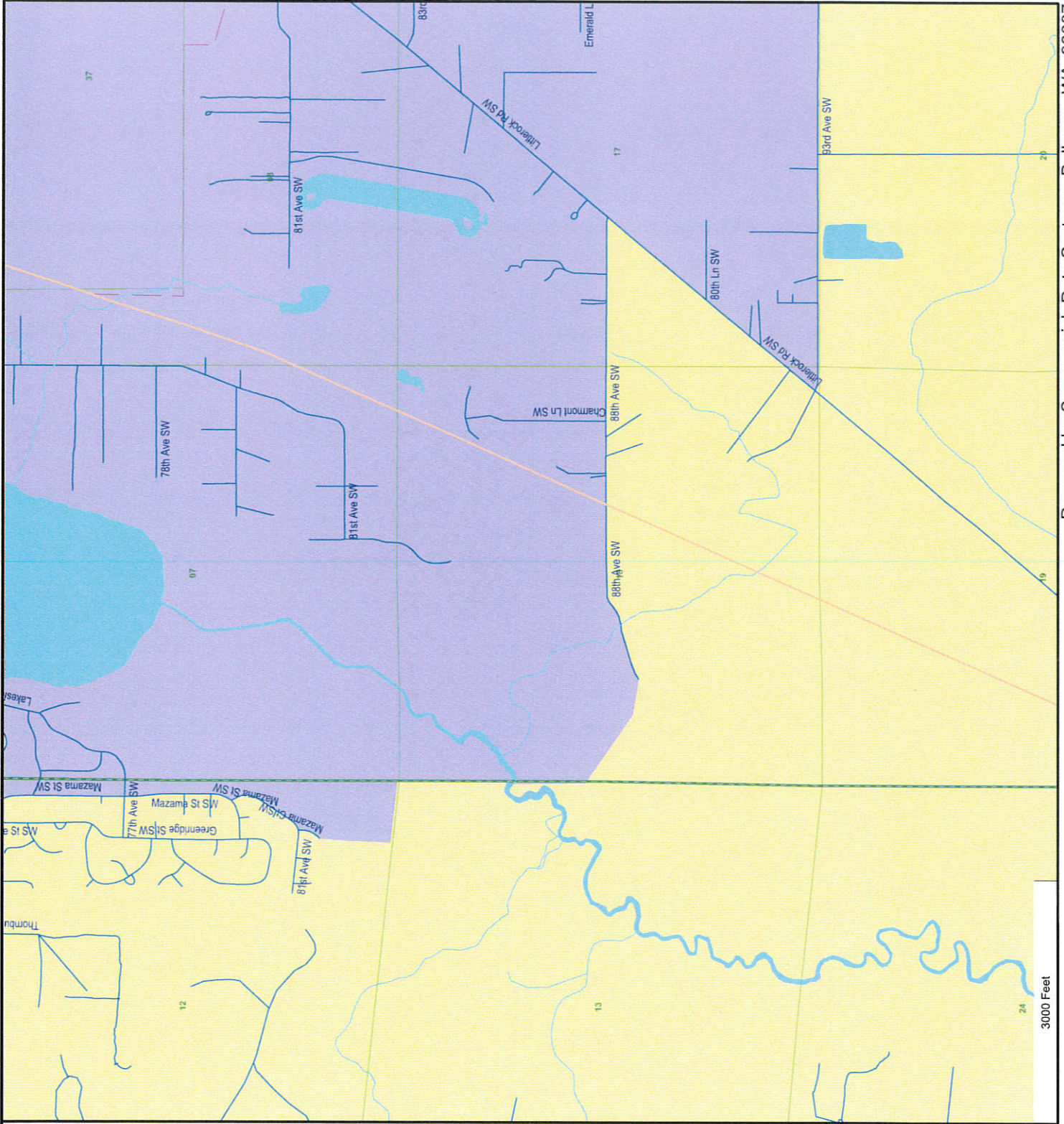
- 1st District
- 4th District

City Limits

District
 Outline

Sectional
 Centers

Townships



Tumwater School District
 - Proposed Board
 Districts as Approximated
 Using Census 2020
 Geography

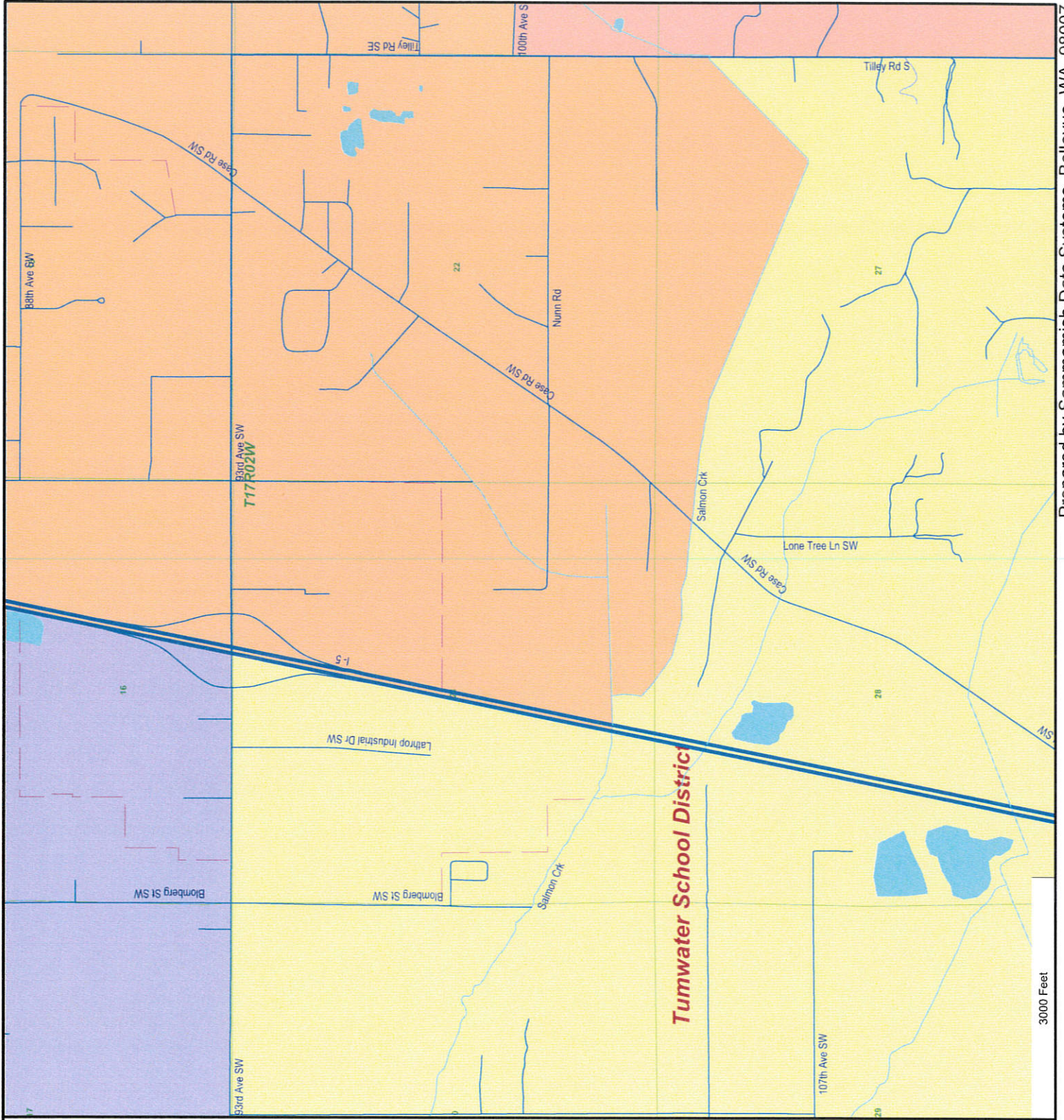
- 1st District
- 3rd District
- 4th District
- 5th District

City Limits

District
 Outline

Sectional
 Centers

Townships



**Tumwater School District
- Proposed Board
Districts as Approximated
Using Census 2020
Geography**

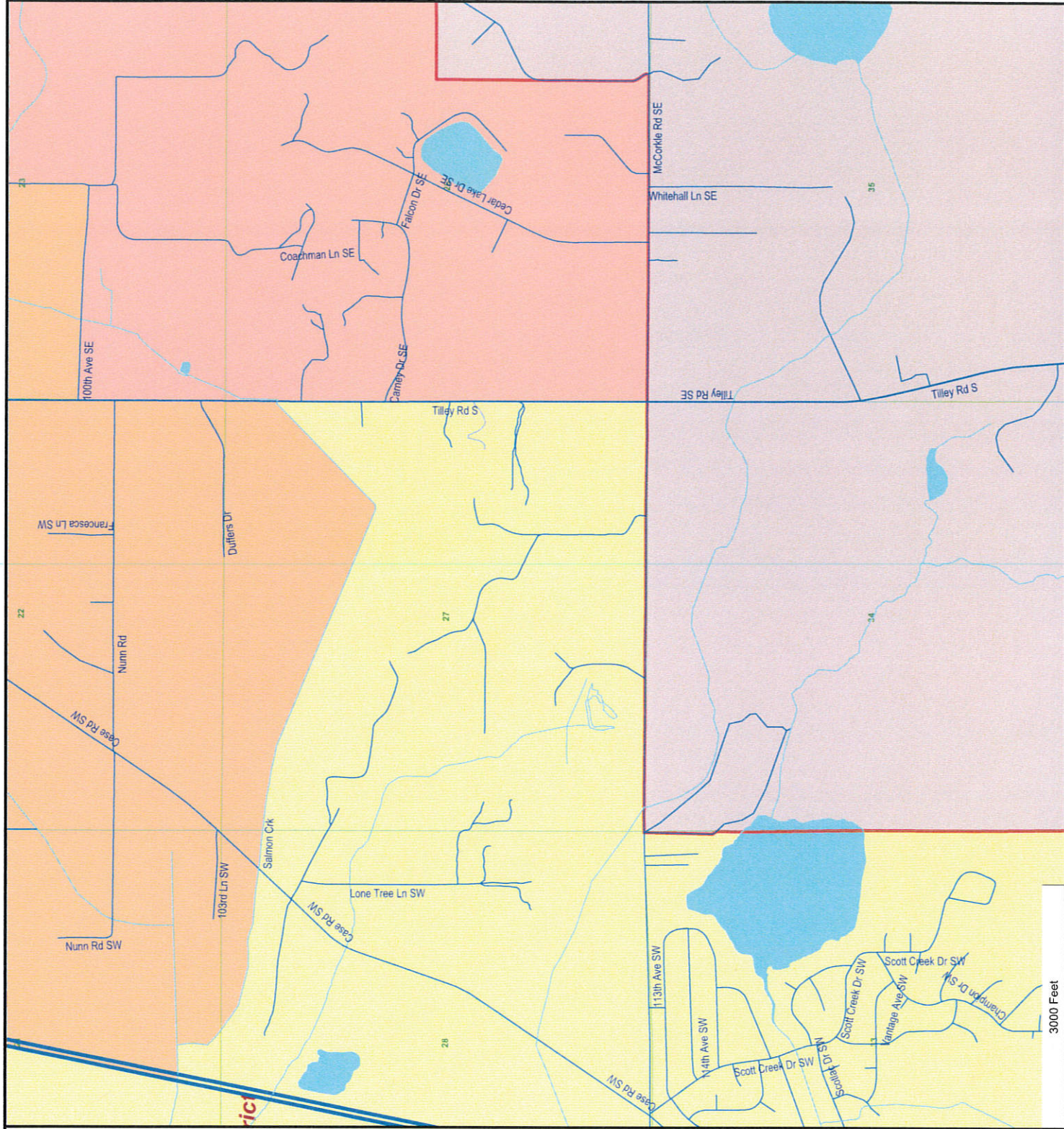
- 1st District
- 3rd District
- 5th District

City Limits

District
Outline

Sectional
Centers

Townships



3000 Feet

Tumwater School District
 - Proposed Board
 Districts as Approximated
 Using Census 2020
 Geography

-  3rd District
-  4th District



City Limits



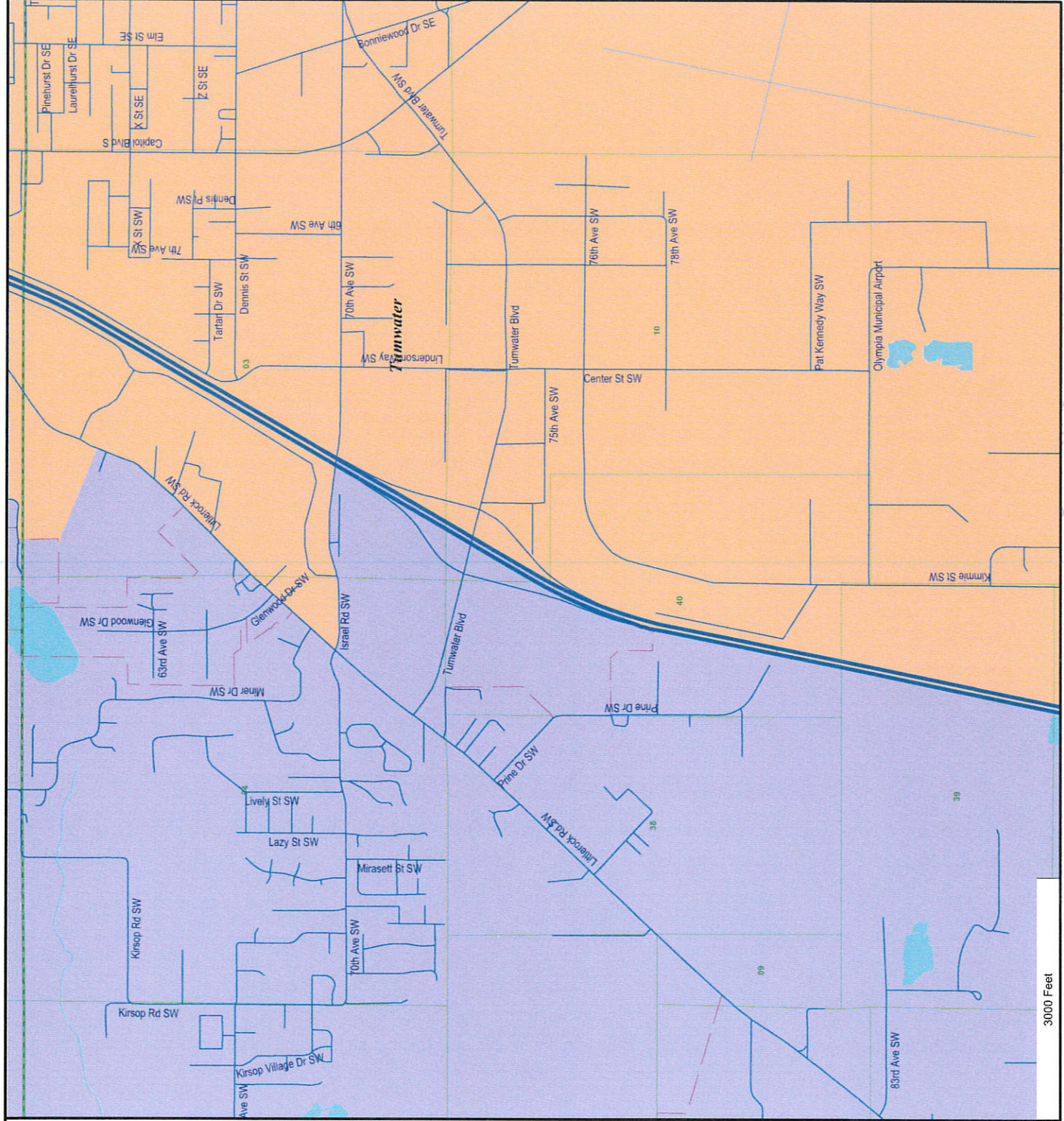
District
 Outline



Sectional
 Centers



Townships



3000 Feet

**Tumwater School District
- Proposed Board
Districts as Approximated
Using Census 2020
Geography**

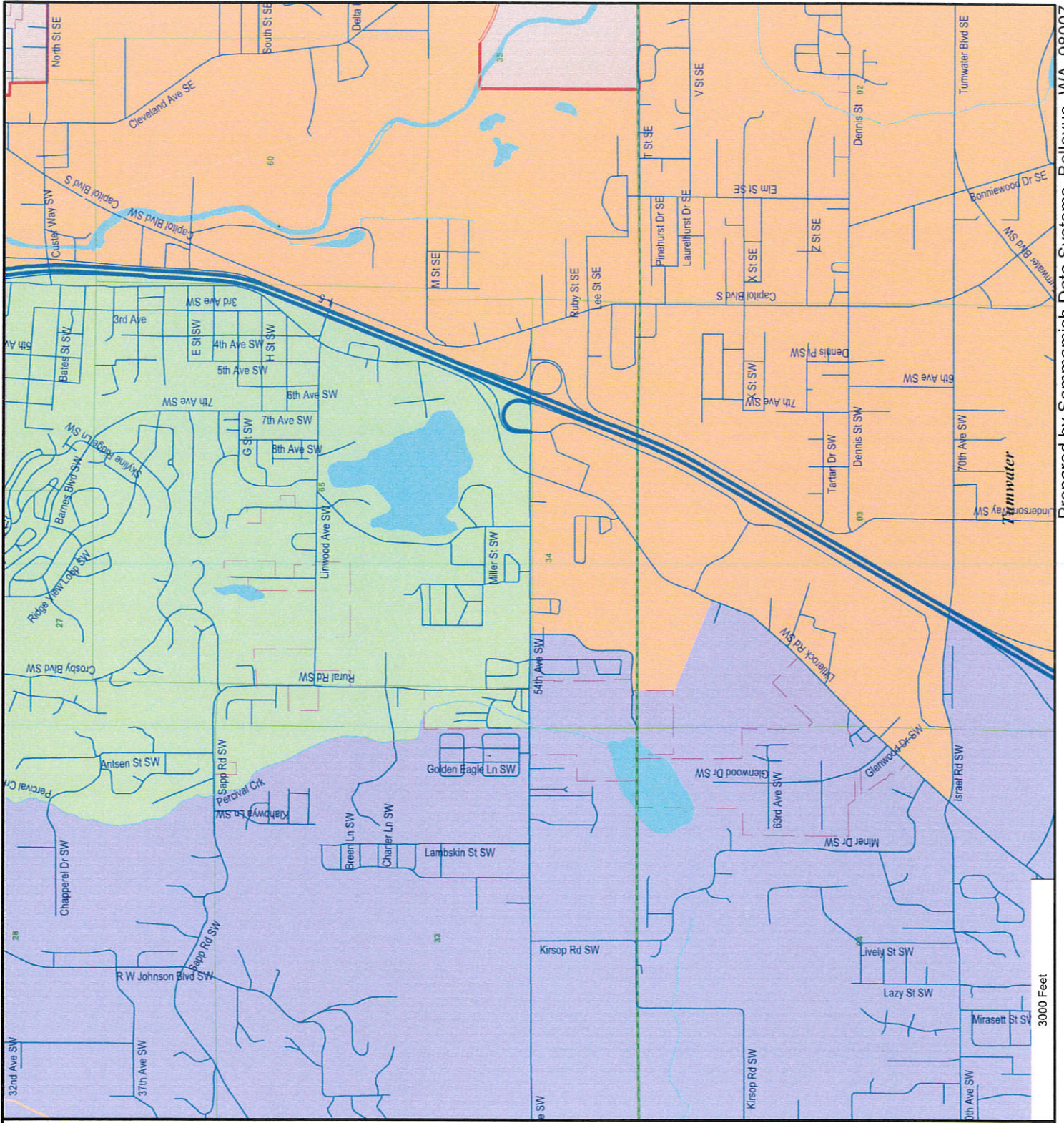
- 2nd District
- 3rd District
- 4th District

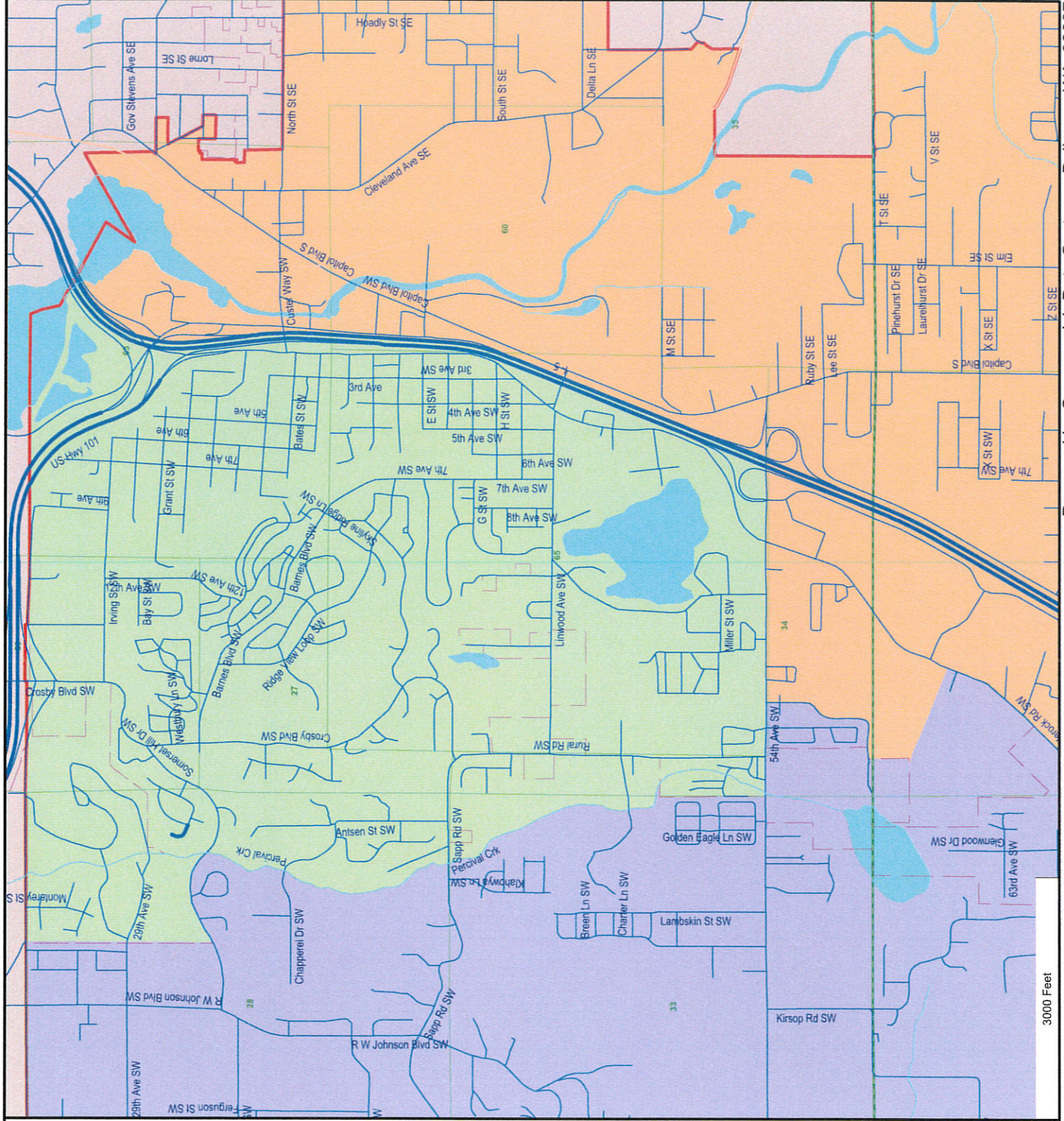
City Limits

District Outline

Sectional Centers

Townships





**Tumwater School District
- Proposed Board
Districts as Approximated
Using Census 2020
Geography**

- 2nd District
- 3rd District
- 4th District

City Limits

District Outline

Sectional Centers

Townships

3000 Feet