



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, August 25, 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** **Consent Agenda**
- Personnel Report
 - 21-22 Tumwater Office Professionals Association (TOPA) Negotiated Agreement
- 6:05pm** **Public Hearing**
- 2022/23 Budget Hearing (*Melissa Richter*)
- 6:30pm** **Recognition**
- Transportation – OSPI Outstanding School Bus Inspection Results
- 6:35pm** **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*)
- 7:05pm** **Reports to the Board**
- COVID-19 Protocols for the 22/23 School Year (*Linda Moffitt*)
 - 22-23 DOH Learn to Return-Labor Grant (*Linda Moffitt*)

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”

- 7:15pm Action Items**
- 2nd Reading, Policy 2195 – Academic Acceleration (*Shawn Batstone*)
 - Resolution 02-22-23, Budget Adoption 22-23 SY (*Melissa Richter*)
- 7:25pm Superintendent Report** (*Superintendent Meyer*)
- 7:35pm Board Committee Reports**
- Legislative Update (*Director Kaikkonen*)
 - WIAA Update (*President Taylor*)
- 7:45pm Board Comments**
- 7:55pm Recess Regular Meeting**
- Executive Session to discuss Collective Bargaining and Negotiations per RCW 42.30.140(4)(b)
- 8:25pm Reconvene Regular Meeting**
- 8:26pm Adjourn Regular Meeting**

**NEXT BOARD MEETING: Regular Board Meeting on September 8, 2022 (sign-in info available by 9/2/22)
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.

CONSENT AGENDA

- Personnel Report: Questions can be directed to Beth Scouller.
- 21-22 Tumwater Office Professionals Association (TOPA) Negotiated Agreement: Questions can be directed to Beth Scouller.



Tumwater School District

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

Financial Services:
 (360) 709-7010
 Human Resources:
 (360) 709-7020
 Payroll/Benefits:
 (360) 709-7029
 Special Services:
 (360) 709-7040
 Capital Projects:
 (360) 709-7005

Carole Meyer
 Superintendent

August 25, 2022

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

Preliminary

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
Katie Burbidge	Paraprofessional	THS	Temporary, Effective 2022-2023 School Year	TAP
Asher Mann	Teacher	TVA	1.0 FTE, Continuing (2022-2023)	TEA
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
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 22-23 school year	TOPA
Shelynn Berkey	Office Professional 6	TMS	From 5 hours/day to 7 hours/day, Continuing position, effective 22-23 school year	TOPA
Rebecca Trehuba	Office Professional 6	BMS	From 6 hours/day to 8 hours/day, Continuing Position, effective 22-23 school year	TOPA

BOARD OF DIRECTORS

MELISSA BEARD CASEY TAYLOR SCOTT KILLOUGH DARBY KAIKKONEN

"Continuous Student Learning in a Caring, Engaging Environment"

Jason Dick	Paraprofessional	BMS	From 6 hours/day to 6.5 hours/day, Continuing position, effective 22-23 school year	TAP
Christina Berry	Office Professional 6	BHHS	From 6 hours/day to 8 hours/day, Continuing Position, effective 22-23 school year	TOPA
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
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
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				



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

MEMORANDUM

DATE: August 19, 2022

TO: Tumwater School District
Board of Directors

FROM: Beth Scouller, Executive Director Human Resources

RE: TOPA/TSD Negotiated Agreement

The District recommends Board approval of a one year (2021-22) negotiated agreement between Tumwater Office Professionals Association (TOPA) and Tumwater School District (TSD). TOPA members ratified this tentative agreement on August 15, 2022 with 100% support. This agreement represents a one-year contract which will expire August 31, 2022, covering the current school year.

Substantive changes to the expiring collective bargained agreement are:

- 2% increase to the TOPA salary schedule;
- Updated language regarding appeal and layoff processes;
- Updated language regarding Health Room duties;
- Agreement to commence Labor Management meetings regardless of bargaining status;
- Increase of targeted one-year only staff support (MS and 400+ student ES) totaling eleven (11) hours in conjunction with a joint 2022-23 TOPA TSD Task Force to review current TOPA duties and staffing levels and recommend updated staffing models where appropriate;
- Agreement to pilot a one-year only practice of allowing offices to close early on ACT days and half days (excluding conference weeks);
- An increase in compensation for Professional Standards Program achievement and building directed days; and,
- Ability for TOPA members to accumulate unused longevity days to six (06).

If you have any questions, please don't hesitate to contact me at beth.scouller@tumwater.k12.wa.us or (360)709-7020.

BOARD OF DIRECTORS
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH CASEY TAYLOR

"Continuous Student Learning in a Caring, Engaging Environment"

RECOGNITION

- Transportation – OSPI Outstanding School Bus Inspection Results

Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200

k12.wa.us



Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

July 22, 2022

Dr. Carole Meyer
Superintendent
Tumwater School District 033
621 Linwood Avenue SW
Tumwater, WA 98512

Dear Dr. Meyer:

After reviewing the results of the recent Washington State Patrol annual inspection, we recognize that your school district has again completed the inspection of school buses with exceptional results. For the past two years, the results in your district have been outstanding.

We congratulate you, your administration, and the staff of your transportation department for these outstanding school bus inspection results. We look forward to your continued support of student transportation safety.

Keep up the fantastic work.

Sincerely,

A handwritten signature in blue ink that reads "Chris P.S. Reykdal".

Chris Reykdal
Superintendent of
Public Instruction

A handwritten signature in blue ink that reads "John R. Batiste".

CHIEF JOHN R. BATISTE
Washington State Patrol

CR/JRB:kmk

cc: Dena Jordan, Transportation Supervisor

REPORTS TO THE BOARD

- COVID-19 Protocols for the 22/23 School Year: Questions can be directed to Linda Moffitt.
- 22-23 DOH Learn to Return-Labor Grant: Questions can be directed to Linda Moffitt.

School and Child Care COVID-19 Guidance Brief for School Staff

On August 5, 2022, the Washington State Department of Health (DOH) released an updated version of the [Requirements and Guidance to Mitigate COVID-19 Transmission in K-12 Schools and Child Care](#)s. This COVID-19 guidance is important for school staff and administrators making critical decisions around COVID-19. The requirements and recommendations in the guidance mitigate risk around the spread of COVID-19.

Key points and changes to the school & childcare guidance are summarized below:

- Students or staff who test positive for COVID-19 must stay home and isolate for 5 days. Repeating initial tests does not change this requirement. See the [What to do if a person is symptomatic flowchart](#) for more information. See page 2.
- Students or staff returning from 5 days of isolation should wear a well-fitted mask from days 6 to 10. Students and staff are also encouraged to test before returning to school. See page 6.
- If students or staff continue to test positive for COVID-19 after day 5, they must isolate for the full 10 days. See page 6.
- Schools are no longer required to directly notify high risk students and staff of exposure but must continue to have a process in place to inform students, staff, and families when there are cases or outbreaks in school. See page 3.
- The “test to stay” program is no longer a part of the recommendation section; however, testing protocols remain an important tool to ensure safe in-person learning. See page 10.
- Schools are required to respond to outbreaks. All suspected outbreaks (3 or more cases within a specified core group) must be reported to your local health jurisdiction. See page 4.

DOH continues to encourage schools to work with their local health jurisdictions to support COVID-19 mitigation strategies. DOH recognizes the great effort of staff and students to follow COVID-19 guidance and keep our school community safe for in-person learning.

Families are encouraged to vaccinate their children who are eligible in consultation with their health care provider. COVID-19 vaccination is now available to children 6 months and older. All employees and volunteers in educational settings are required to be fully vaccinated or have obtained a medical or religious exemption per [Governor’s proclamation 21-14.3](#).

You can access the updated [COVID-19 school and childcare guidance](#) on the DOH website located on the [Resources and Recommendations page](#) in the School and Childcare section.

If you have any questions, please contact the COVID-19 information hotline by dialing 1-800-525-0127, then press # or email your questions to DOH.Information@DOH.WA.GOV.

Funding Request Form for Learn to Return



Request Date: 8/19/2022
Requester: Caleb Butcher
Requester Email: cbutcher@washoehealth.com
Requester Phone: 775.734.4444
Requester Title: Director of Quality Improvement
Requester Department: Quality Improvement
Requester Division: Quality Improvement
Requester Location: Washoe Health
Requester Address: 1000 S. Virginia St., Reno, NV 89502

Year 2 Application - Changes to SY 21-22 funding request (increase or decrease)
 Year 2 Application - Changes to SY 21-22 funding request (increase or decrease)

Staff Name: Shawn Batstone
Staff Email: shawn.batstone@tumwater.k12.wa.us
Staff Phone: 509.435.4444
Staff Title: Registered Nurse
Staff Department: Tumwater School District
Staff Location: Tumwater School District

Please only complete the grey fields!

Staff Name	Staff Email	Staff Phone	Staff Title	Staff Department	Staff Location	ESD Region	Staffing Model Options	# of FTE needed	# of months	Monthly per 1.0 FTE cost	Total Thru July 2023
Shawn Batstone	shawn.batstone@tumwater.k12.wa.us	509.435.4444	Registered Nurse	Tumwater School District	Tumwater	Capital Region ESD 113	Registered Nurses	3	10	\$ 7,430	\$ 222,900
Melissa Richter	melissa.richter@tumwater.k12.wa.us	509.435.4444	Illness Room Classified Staff	Tumwater School District	Tumwater	Capital Region ESD 113	Illness Room Classified Staff	5	10	\$ 3,969	\$ 198,450
			Licensed Practical Nurses	Tumwater School District	Tumwater	Capital Region ESD 113	Licensed Practical Nurses	2	10	\$ 5,696	\$ 113,920
								Total New Funding Request for SY 22-23		\$	\$ 535,270

Tumwater School District (TSD) was allocated \$422,940 for the 21-22 project year. Of the allocated funds, TSD spent \$414,901.

If there are funds remaining from the SY 2021-2022, please explain.

Tumwater School District (TSD) has made it a priority to remain open and safe for in-person instruction in order to support the academic and social-emotional well-being of all students. In order to do this safely, TSD is continuing our commitment to implementing systems of testing in accordance with DOH K-12 guidance to keep our schools safe and to prevent the spread of COVID-19.

TSD has participated in the Learn to Return program to provide testing for our students and staff since the Spring of 2021, and recognizes the need to continue to support our commitment in SY 22-23 as we implement DOH K-12 guidelines regarding testing requirements to keep students and staff safe in our schools. Given the success of our "Test to Stay" program, the Tumwater School District would like to request additional funds to support our testing strategies with needed staffing support. Specially, these funds will be used to support the additional Health Services staff needed to perform the required/recommended COVID-19 protocols in the DOH K-12 guidelines.

1) How FTE will be allocated to provide testing support: In an effort to keep our schools safe for all and to prevent the spread of COVID-19, TSD will use the FTE in the following ways: (a) to continue our onsite testing program to include screening, athletic screening, and outbreak mitigation; (b) to complete diagnostic testing and test-to-stay for all our students and staff; (c) to continue our communication and support of students and staff in meeting testing protocols; and (d) to support the referrals of students and staff to our community PCR testing sites when needed. Specifically, our Registered Nurses will be assigned to multiple sites to lead COVID-19 testings at each site and making sure COVID-19 guidelines/protocols are being followed. Our Licensed Practical Nurses will be assigned to our comprehensive high schools to continue COVID-19 testing as their primary responsibility and provide wrap-around activities including contact tracing, case investigation, communication of test results to students, families, and staff, absence tracking, management of testing protocols, and vaccine promotion in conjunction with testing. Our Illness Room Classified Staff will monitor the separate illness rooms as required by DOH at our K-8 sites to support COVID-19 testing, illness surveillance, and communicating with students/staff regarding COVID-19 protocols.

2) Populations tested (students/staff/household): Our primary testing focus will include students and staff of the Tumwater School District. As tests are available, our Health Services team will work to support household close contacts with testing if needed to further prevent the spread of COVID-19 in the school environment.

3) Type of testing offered (diagnostic/screening/athletic screening): We will be offering rapid antigen diagnostic testing, athletic screening, and test-to-stay.

4) Frequency of testing: We will be testing students and staff daily as indicated by illness events and required by DOH K-12 guidelines.

5) If there are funds remaining from SY 2021-2022, how have you adjusted the response this year to prevent underspend in SY 22-23: We are requesting support for additional FTE needed to meet DOH K-12 guidelines and continue our testing program within each of our school sites.

6) If there are any additional allowable COVID-19 wrap-around activities to be supported by these FTEs (e.g. contact tracing): While the primary responsibility of our FTEs will be COVID-19 testing/testing-related activities, they will also support with additional allowable COVID-19 wrap-around activities such as contact tracing, case investigation, communication of test results to students, families, and staff, absence tracking, management of testing protocols, and vaccine promotion as needed and in conjunction with testing.

Justification Memo for SY 22-23 request:

Please include how your school may evolve your testing strategy and associated staffing support based on current DOH K-12 guidance and increased use/availability of rapid antigen and at-home tests. If you are seeking more or less FTE support from your 2021-2022 request, please provide an explanation for these changes.

ACTION ITEMS

- 2nd Reading, Policy 2195 – Academic Acceleration: Questions can be directed to Shawn Batstone.
- Resolution 02-22-23, Budget Adoption 22-23 SY: Questions can be directed to Melissa Richter.

**Tumwater School District
Board Policy**

ACADEMIC ACCELERATION

The board recognizes the need for all high school students to have greater access to rigorous advanced courses, including dual credit programs. To that end, the district will automatically ~~enroll~~ consider for enrollment students who meet or exceed the state standard on the eighth grade or high school English language arts or mathematics statewide student assessment in the next most rigorous level of advanced courses or program offered by the high school.

The subject matter of courses or program in which students are automatically enrolled will be determined by the areas of the statewide assessment in which the student met state standards. Students who meet or exceed state standard on the English language arts statewide student assessment are eligible for enrollment in English, social studies, humanities, and other related subjects. Students who meet or exceed the state standard on the mathematics statewide student assessment are eligible for enrollment in advanced mathematics courses. ~~Beginning in 2021-2022 school year,~~ Students who meet or exceed the state standard on the Washington comprehensive assessment of science are eligible for enrollment in advanced courses in science.

Students who successfully complete the advanced courses will then be enrolled in the next most rigorous level of advanced courses, with the ultimate goal being the student's automatic enrollment in dual credit courses.

The district will notify students and parents/guardians regarding the academic acceleration policy and the advanced courses available to students. The district will provide the parent/guardian with an opportunity for the student to opt out of participation in the academic acceleration process and enroll in an alternative course or program that aligns with the student's high school and beyond plan goals.

Cross References: 2413 - Equivalency Credit Opportunities
 2000 - Student Learning Goals

Legal References: RCW 28A.320.196 Academic acceleration incentive program—Dual credit courses—Allocation of funds—Reports
 RCW 28A.320.195 Academic acceleration for high school students—Adoption of policy
 RCW 28A.300.560 Data on college credit through dual credit courses—Posting on website

Management Resources: 2019 - July Policy Issue
2013 - September Issue

ADOPTION DATE:



TUMWATER SCHOOL DISTRICT NO. 33
THURSTON COUNTY, WASHINGTON

RESOLUTION NO. 02-22-23

ADOPTION OF 2022-23 BUDGET

A RESOLUTION of the Board of Directors of Tumwater School District No. 33, Thurston County, Washington, fixing and determining fund appropriations; adopting the 2022-23 budget, the four-year budget plan summary and the four-year enrollment projections; approving a fund transfer; and providing for other related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF TUMWATER SCHOOL DISTRICT NO. 33, THURSTON, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Tumwater School District No. 33, Thurston County, Washington (the "District"), takes note of the following facts and hereby makes the following findings and determinations:

(a) Pursuant to RCW 28A.505.040, the District has completed the budget for 2022-23 fiscal year. The 2022-23 budget includes, a complete financial plan of the District for the ensuing 2022-23 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.

(b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2022-23 budget on or before August 31, 2022. Prior to adoption of the 2022-23 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2022-23 budget, the four year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240.

(c) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on August 25, 2022, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2022-23 budget.

Section 2. Adoption of 2022-23 Budget. The Board hereby fixes, determines and adopts the budget for the fiscal year 2022-23; and the following appropriations for the 2022-23 fiscal year.

General Fund	\$104,949,014
Capital Projects Fund	\$9,610,000
Transportation Vehicle Fund	\$600,000
Debt Service Fund	\$11,136,425
Associated Student Body Fund	\$ 1,437,786

Section 3. Adoption of Four-Year Budget Summary and Four-Year Enrollment Projections. The Board hereby further fixes, determines and adopts, as part of the 2022-23 budget, the four-year budget plan summary and the four-year enrollment projection.

ADOPTED by the Board of Directors of Tumwater School District No. 33, Thurston County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 25th day of August, 2022, the following Directors being present and voting in favor of the resolution.

TUMWATER SCHOOL DISTRICT NO. 33
THURSTON COUNTY, WASHINGTON

President and Director

Vice President and Director

Director

Director

Secretary to the Board of Directors