



Dr. Sean Dotson  
Superintendent

621 Linwood Avenue SW Tumwater, WA 98512-6847  
(360) 709-7000 [www.tumwater.k12.wa.us](http://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, June 16, 2022

Start Time: 6:00pm

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

### To Provide Public Comment Via Zoom:

<https://us02web.zoom.us/j/89294282527>

*(This link is for virtual public comment ONLY)*

**Please Note:** Public Comment is only available to those who have signed up in advance by emailing their name and topic to [becky.parsons@tumwater.k12.wa.us](mailto:becky.parsons@tumwater.k12.wa.us) between 8 AM and 6 PM on the day of the meeting.

- 6:00pm**      **Call Regular Meeting To Order** (*Casey Taylor*)  
Recognition/Flag Salute
- 6:01pm**      **Public Comment Reminder** (*Casey Taylor*)
- 6:03pm**      **Agenda Discussion/Approval** (*Casey Taylor/Sean Dotson*)
- 6:04pm**      **Meeting Minutes Review**
- **May 12, 2022** Regular Board Meeting; **May 21, 2022** Executive Session; **May 26, 2022** Special Board Meeting; **May 31, 2022** Executive Session; **June 5, 2022** Executive Session; **June 7, 2022** Executive Session; **June 8, 2022** Executive Session; **June 9, 2022** Executive Session and **June 10, 2022** Special Board Meeting
- 6:05pm**      **Consent Agenda**
- Personnel Report
  - Payroll & Vouchers
  - Budget Status Report
  - Capital Projects – Construction Contract Award
  - Capital Projects – Contract Change Order
  - Capital Projects – Utilities Bill of Sale
  - Tumwater High School Donation
  - Special Services – 22/23 TSD/Rochester SD Interlocal Agreement
  - Resolution 10-21-22, Deferred Principal Salaries

BOARD OF DIRECTORS  
MELISSA BEARD    DARBY KAIKKONEN    SCOTT KILLOUGH    LAURIE SALE    CASEY TAYLOR

*"Continuous Student Learning in a Caring, Engaging Environment"*

- 6:06pm Public Comment Follow-Up/By the Numbers/Recognition (Sean Dotson)**
- Recognition
    - Student Reps (*Sean Dotson and Board*)
    - National Board Certified Teachers (*Laura Chevalier and Suzanne Hall*)
- 6:25pm 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*)
- 6:55pm Reports to the Board**
- TSD/Tumwater Chamber Retail Space Partnership (*Brian Hardcastle*)
- 7:05pm Action Items**
- Recommended Approval of Resolution 11-21-22, Tumwater High School Fastpitch/Softball State Champions
  - Recommended Approval of Resolution 12-21-22, Tumwater High School Baseball State Champions
  - Recommended Approval of Resolution 13-21-22, Tumwater High School Girls Track State Champions
  - Recommended Approval of Meal Prices for the 22-23 School Year
  - Recommended Approval of the 2022-2032 New Market Skills Center Inter-District Cooperative Agreement
  - Recommended Approval of the 21-22 Tumwater Association of Paraprofessionals (TAP) Contract
- 7:15pm Superintendent's Report (Sean Dotson)**
- Enrollment/Budget Update (*Jennifer Carrougher*)
- 7:30pm Board Committee Reports/Discussion**
- 22-23 School Board Meeting Calendar (*All*)
  - Equity Advisory Committee Update (*Laurie Sale*)
- 7:40pm Board Comments**
- 7:50pm Adjourn Regular Meeting**

**NEXT BOARD MEETING: Regular Board Meeting on July 14, 2022 (sign-in info available by 7/8//22)  
and Board Retreat on July 28, 2022 (sign-in info available by 7/22/22).**

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

## **APPROVAL OF MINUTES**

- May 12, 2022 Regular Board Meeting
- May 21, 2022 Executive Session
- May 26, 2022 Special Board Meeting
- May 31, 2022 Executive Session
- June 5, 2022 Executive Session
- June 7, 2022 Executive Session
- June 8, 2022 Executive Session
- June 9, 2022 Executive Session
- June 10, 2022 Special Board Meeting



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## Tumwater School District School Board Meeting Minutes

Location: District Office, YouTube & Zoom  
621 Linwood Ave. SW  
Tumwater, WA 98512  
May 12, 2022  
6:00 pm

Board Members Present: Scott Killough, Melissa Beard (phone), Laurie Sale (phone), Darby Kaikkonen, Sean Dotson (Secretary)

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

### **Public Comment Reminder:**

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

### **Agenda Discussion/Approval:**

- Agenda Changes: Superintendent Dotson 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 the April 14, 2022 Regular Board Meeting minutes and the April 28, 2022 Special Board Meeting minutes 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 LAURIE SALE CASEY TAYLOR

*"Continuous Student Learning in a Caring, Engaging Environment"*

➤ Personnel Report:

<b>New Hire:</b>				
Melissa Humphries	Assistant Cook	BHHS	Continuing (2021-2022), effective April 20, 2022	PSE
Wendy Burbidge	Coach	THS	Effective February 28, 2022	N/A
Keri O'Hara	Paraprofessional	TMS	Effective May 4, 2022	TAP
Pattie Manor	Paraprofessional	LRE	Effective May 9, 2022	TAP
Kennedy Baydo	Paraprofessional	PGS	Effective May 9, 2022	TAP
<b>Donovan Albert</b>	<b>Coach</b>	<b>BMS</b>	<b>Effective April 18, 2022</b>	<b>N/A</b>
<b>Christine Halladay</b>	<b>Executive Director</b>	<b>Special Services</b>	<b>Effective July 1, 2022</b>	<b>ADM</b>
<b>Adjusted:</b>				
Elizabeth Masunaga	Principal	EOE	From Assistant Principal at EOE to Principal effective July 1, 2022	ADMI
Jayden Gregory	Paraprofessional	MTS	From 6.0 hours per day to 6.5 hours per day, One Year Only	TAP
James Brigham	Lead Custodian	BMS	From Evening Custodian (PGS) to Lead Custodian (BMS), effective May 12, 2022	PSE
Rhiannon Vanderwerff	Paraprofessional	MTS	From 6.5 hours per day One Year Only to 6.0 hours per day One Year Only, effective May 2, 2022	TAP
Rechelle Schimke	Teacher	SL/BHHS	Add 0.6 FTE One Year Only (2021-2022), effective April 22, 2022	TEA
<b>Leaves:</b>				
Ashley Locken	Teacher	BLE	LOA starting September 7, 2022, returning April 10, 2023	TEA
Stephanie Waltrip	Paraprofessional	EOE	LOA starting June 6, 2022 returning September 2, 2022	TAP
Sarah Levoy	Paraprofessional	Special Services	LOA starting May 1, 2022, returning January 2023	TAP

Kathleen Lee	Teacher	THE	LOA for the 2022-2023 school year, returning for the 2023-2024 school year	TEA
Hayley Fisher	Teacher	THE	LOA starting September 7, 2022, returning February 1, 2023	TEA
<b>Rebecca Johnson</b>	<b>Teacher</b>	<b>LRE</b>	<b>LOA starting March 23, 2022, returning April 11, 2022</b>	<b>TEA</b>
<b>Lindella Brasche</b>	<b>Teacher</b>	<b>TVA</b>	<b>LOA for the 2022/2023 school year, returning September 1, 2023</b>	<b>TEA</b>
<b>Teresa Board</b>	<b>Paraprofessional</b>	<b>MTS</b>	<b>LOA starting April 11, 2022, returning April 22, 2022</b>	<b>TAP</b>
<b>Lisa Szydowski</b>	<b>SLP</b>	<b>Special Services</b>	<b>0.2 LOA for the 2022-2023 school year, returning to 1.0 FTE for the 2022-2023 school year</b>	<b>TEA</b>
<b>Resignation:</b>				
Debbie Coleman	Paraprofessional	Special Services	Effective August 31, 2022	TAP
Omar Flores	Assistant Director	Special Services	Effective June 30, 2022	ADMI
Kyla Yost	Bus Driver	Transportation	Effective the end of the 2021-2022 school year	PSE
Patrick Kelly Sample	Instructor	NMSC	Effective August 31, 2022	N/A
Justin Henry Valz	Teacher	BHHS	Effective August 31, 2022	TEA
Amanda Watson	Paraprofessional	Special Services	Effective May 5, 2022	TAP
Jennifer Holderman	Paraprofessional	Special Services	Effective April 28, 2022	TAP
Serena Harrah	Cook	BLE	Effective June 22, 2022	PSE
Krista Maughan	School Psychologist	Special Services	Effective June 30, 2022	TEA
<b>Robin Johnson</b>	<b>Coach</b>	<b>THS</b>	<b>Effective April 21, 2022</b>	<b>N/A</b>
<b>Robyn Knight</b>	<b>Teacher</b>	<b>MTS</b>	<b>Effective August 31, 2022</b>	<b>TEA</b>
<b>Sarah Paullus</b>	<b>Teacher</b>	<b>BHHS</b>	<b>Effective August 31, 2022</b>	<b>TEA</b>
<b>Retirement:</b>				
Thomas Lawrence	Maintenance, Electrician	B&G	Effective August 31, 2022	PSE
Larry Haggerty	Custodian	THS/B&G	Effective July 31, 2022	PSE
Ann Tune	Paraprofessional	Special Services	Effective August 31, 2022	TAP
<b>Laura Fleckenstein</b>	<b>Teacher</b>	<b>THS</b>	<b>Effective June 22, 2022</b>	<b>TEA</b>

<b>Carole Mihalyi</b>	<b>Teacher</b>	<b>BMS</b>	<b>Effective August 31, 2022</b>	<b>TEA</b>
<b>Co-Curricular:</b>				
Jeffrey Laupepa	Non-Renewal of Assistant Volleyball Coach Position	BHHS		N/A
Norm Hjelm	MS Intramural Coordinator (Track)	TMS		N/A
Paul Kramer	MS Intramural Supervisor (Track)	TMS		N/A
Robert Nichols	MS Intramural Supervisor (Track)	TMS		N/A
John Johnson	MS Intramural Supervisor (Track)	TMS		N/A
Patrick Kot	MS Intramural Supervisor (Track)	TMS		N/A
Carole Mihalyi	MS Intramural Coordinator (Track)	BMS		N/A
<b>Whitney Lowe</b>	<b>MS Intramural Supervisor (Track)</b>	<b>BMS</b>		<b>N/A</b>
<b>Cassidy McQuiston</b>	<b>MS Intramural Supervisor (Track)</b>	<b>BMS</b>		<b>N/A</b>
<b>Elizabeth Armour</b>	<b>Resigning Head Dance Coach position effective May 9, 2022</b>	<b>THS</b>		<b>N/A</b>
<b>Lois Wood</b>	<b>Elementary Stipend</b>	<b>LRE</b>		<b>N/A</b>
<b>Lisa Prosser</b>	<b>Elementary Stipend</b>	<b>LRE</b>		<b>N/A</b>
<b>Aimee Lanteigne</b>	<b>Unified Sports Coordinator</b>	<b>THS</b>		<b>N/A</b>

**Recommend Approval Of:**

Recommend approval for the following teachers to teach out of their endorsed area:

Lisa Justice - BHHS/THS

Jill Place - BHHS

Rechelle Schimke - BHHS

Rebecca Halbert - CHS

Anthony Neff - CHS

Michael Stuck - CHS

Thatcher Wood - CHS

Rebecca Ande - EOE
Christa Williamson - BMS
Lisa Pearson - LRE
Lisa Prosser - LRE
Kelli Goode - MTS
Jeanette Lopez - NMHS
Danny Casler - PGS
Heather Siminski - PGS
Jeff Broome - THS
Seth Frow - THS
David Hansen - THS
Michael Cousino - THE
Margaret Coffman - TMS
Madison Mistokke - TMS
Caitlin Shaufler - TMS
Vanessa Walter - TMS
Madison Midstokke - TMS
Theresa Johnson - TVA
Patricia Klouchek - TVA
Tamara Vanderlugt - TVA
Kecia Johnson - NMSC
Recommend approval to issue all contracts for the 2022/2023 school year after May 16, 2022
<b>Recommend approval to non-renew employment contract for David Perreira due to reduction in force</b>

➤ Payroll and Vouchers

**GENERAL FUND:**

Payroll					
Payroll Taxes				\$	1,056,002.62
Direct Deposit				\$	3,419,249.09
Payroll Benefit Wire					
Transfer				\$	1,174,119.20
Accounts Payable -Payroll	72805868	to	72805878	\$	14,408.56
Accounts Payable	72219765	to	72219781	\$	126,766.52
Accounts Payable	77219782	to	72219782	\$	3,031.53
Accounts Payable	72219783	to	72219804	\$	98,760.92
Accounts Payable	72219805	to	72219811	\$	46,464.83
Accounts Payable	72219812	to	72219812	\$	100.00
Accounts Payable	72219813	to	72219846	\$	181,306.35
Accounts Payable	72219847	to	72219847	\$	52.65
Accounts Payable	72219848	to	72219866	\$	1,048,080.41
Accounts Payable	72219867	to	72219882	\$	2,091.41
Accounts Payable	72219883	to	72219907	\$	13,876.87
Accounts Payable ACH				\$	28,711.67
Accounts Payable ACH				\$	122,117.56



Accounts Payable ACH				\$	75,450.86
Accounts Payable ACH				\$	287,492.18
Accounts Payable ACH				\$	167,525.31
Accounts Payable ACH				\$	63,618.13
Accounts Payable ACH				\$	6,087.75
ACH Rejection					
Voided Warrants					
Accounts Payable - COMP					
TAX				\$	396.67
<b>TOTAL GENERAL FUND:</b>				<b>\$</b>	<b>7,935,711.09</b>

**CAPITAL PROJECTS FUND:**

Accounts Payable	72012523	to	72012524	\$	12,707.71
Accounts Payable	72012525	to	72012527	\$	258,909.07
Accounts Payable	72012528	to	72012528	\$	10,094.42
Accounts Payable	72012529	to	72012531	\$	27,217.09
Accounts Payable ACH				\$	763,497.84
Accounts Payable ACH				\$	21,381.07
Accounts Payable ACH				\$	79,149.66
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP					
TAX					
<b>TOTAL CAPITAL PROJECTS</b>				<b>FUND:</b>	<b>\$ 1,172,956.86</b>

**ASSOCIATED STUDENT BODY FUND:**

Accounts Payable	72442021	to	72442022	\$	195.00
Accounts Payable	72442023	to	72442024	\$	275.00
Accounts Payable	72442025	to	72442027	\$	468.00
Accounts Payable	72442028	to	72442029	\$	130.00
Accounts Payable	72442030	to	72442031	\$	1,553.55
Accounts Payable	72442032	to	72442032	\$	200.00
Accounts Payable ACH				\$	130.91
Accounts Payable ACH				\$	21,432.62
Accounts Payable ACH				\$	2,222.91
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP					
TAX				\$	342.63
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>				<b>\$</b>	<b>26,950.62</b>

**PRIVATE PURPOSE**  
**FUND:**

Accounts Payable	72700569	to	72700570		
Accounts Payable	72700571	to	72700571		
Accounts Payable ACH					
Accounts Payable - COMP					
TAX					

	<b>TOTAL PRIVATE PURPOSE</b>		<b>FUND:</b>	\$	-
<b><u>TRANSPORTATION</u></b>					
<b><u>VECHILE FUND:</u></b>	Accounts Payable	72900029	to	72900029	
		<b>TOTAL TRANSPORTATION</b>			
		<b>VECHILE FUND:</b>		\$	-

- Budget Status Report
- Capital Projects Interlocal Agreement – Tumwater Hill Elementary/Barnes and Ridgeview Crossing Improvements
- Capital Projects Contract Awards – Peter G. Schmidt Elementary Portable Classrooms-Electrical; Black Hills High School-Exterior Painting
- Capital Projects Acceptance of Contract as Complete – Freezer/Cooler Monitoring Equipment Installations (6 sites)
- Rainier SD and Tumwater SD Interlocal Agreement – Food Services Management
- Tumwater High School Volleyball Donation - \$500.00

**Student Reports** – *“What would you like your school to add or change for next year?”*

- Ameiya Brown (THS) – Students said allow weightlifting for Freshman; add another entrance for the parking lot; more assemblies, dances and spirit days; make a change to food and beverages served at lunches and possibly approve off-campus lunches; more T-Bird time and longer lunches; add more clubs and another gender-neutral bathroom; create more hands-on experiences in Science; later start time.
- Alexander Andrade (CHS) – Students were excited about the prospect of changing how you can complete community services hours to align with what you will be doing after high school.
- Talia Kallappa (BHHS) – Students requested less “busy” work. The BIPOC club asked for more discipline for racial or homophobic incidents - students feel like nothing is being done; they haven’t noticed a difference. Students also said they want a later start time; they want better posters; have better communication with Running Start and New Market students and students are frustrated with Naviance and they would like better options.

**Public Comment Follow-Up/By the Numbers/Recognition**

- Public Comment Follow Up: Dr. Dotson appreciates the support for the Highly Capable Program and ultimately there were no changes to the program. He followed up with the rest of the speakers.
- By the Numbers: These numbers are in reference to tonight’s recognition - 113 students shopped for as a part of the Kids’ Clothing Closet program this year; 227 totes of clothing starting the year; 110 totes remaining – some half full.
- Recognition: Dr. Dotson recognized and thanked Alisa Grimm for all of her hard work with the Kids’ Clothing Closet and read statements from two elementary school counselors.

## Public Comment

- Agenda and Non-Agenda Items: Becky Parsons stated that one person signed up to address the Board. DJ Brimer spoke about TMS program deductions.

## Reports to the Board

- TOGETHER! Presentation. Meagan Darrow presented on this topic.
- 1<sup>st</sup> Reading, Policy 6625 – Private Vehicle Transportation. Assistant Superintendent Batstone presented on this topic.
- Participation in Vaping Litigation, Resolution 09-21-22. Superintendent Dotson presented on this topic.

## Action Items

- 2<sup>nd</sup> Reading and Recommended Adoption, Policy 2161 – Special Education and Related Services for Eligible Students. Kelli Ehresmann presented on this topic. Policy 2161 was approved unanimously.
- Resolution 08-21-22 Delegating Authority to WIAA. Assistant Superintendent Batstone presented on this topic. Resolution 08-21-22 was approved unanimously.
- Recommended Approval of CTE Business and Marketing Program Reduction. Superintendent Dotson presented on this topic. The CTE Business and Marketing program reduction was approved unanimously.

## Superintendent's Report

Superintendent's Report: Dr. Dotson introduced and welcomed Christine Halladay who is the new Executive Director of Special Services. He also provided a Budget Advisory Committee Update and thanked everyone for their feedback and ideas. Jennifer Carrougher provided an enrollment and budget update.

## Board Committee Reports

- Tribal Relations Update: Director Beard encouraged everyone to see the play "Sovereignty" at Harlequin in Downtown Olympia.

## Board Member Comments

- Darby Kaikkonen: She expects the BAC to continue because it's better practice to think ahead and not just react when there is a crisis. She followed up to the student's comments about Naviance. She feels this program is not meeting its goal and thinks it's something we need to put on our plate and perhaps fix for next year. She also thanked the student reps. They are phenomenal and the very reason why we are here. She appreciates their participation and their growth has been amazing to watch. Student voice is the most important voice.
- Scott Killough: He truly appreciates all of the time the student reps have spent on this opportunity. He visited EOE teacher Erin Novak's class and he was reminded of the growth between 2<sup>nd</sup> and 3<sup>rd</sup> grade. He's so thankful to TVA and CHS staff and enjoyed the walk through of their programs. He thanked Director Beard and Sale for participating by phone.
- Laurie Sale: She thanked the student reps for their service. It's been a remarkable progression from the start of the year until now. She thanked them for making an

impact. She also acknowledged district staff that work so hard every day. She also reminded everyone about “Emma” the musical at BHHS happening the next weekend.

- Melissa Beard: She asked the current student reps write a letter of support to the new student reps for next year. Their input gives us the opportunity to learn and grow.
- Ameiya Brown: Thanked Mr. Weeks, Mr. Sande and Mr. Broome for this experience and their encouragement. She’s never had leadership opportunities and she’s excited for next year. It made her realize all the hard work it takes to run a school district.
- Alexander Andrade: He’s grateful for his experience at Cascadia High School and his time as a school board rep. This is the best experience he’s had in school.
- Talia Kallappa: She feels that Mr. Brimer’s public comment was very important. She also thanked the Board for this opportunity and she’s gained confidence by being able to contribute.

With no further business coming before the Board, the Regular Board Meeting adjourned at 7:30 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary



Dr. Sean Dotson  
Superintendent

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## Tumwater School District School Board Meeting Minutes

Location: Zoom

May 21, 2022  
9:30 AM

Board Members Present: Melissa Beard, Laurie Sale, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 9:30 am 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 us in the flag salute.

### **Recess Regular Meeting:**

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g).

### **Reconvene and Adjourn Regular Meeting:**

With no further business coming before the Board, the Regular Board Meeting adjourned at 10:34 AM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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**Tumwater School District  
School Board Meeting Minutes**

Location: District Office & Zoom  
621 Linwood Ave. SW  
Tumwater, WA 98512  
May 26, 2022  
6:00 pm

Board Members Present: Casey Taylor, Scott Killough, Melissa Beard, Laurie Sale, Sean Dotson (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 Dotson shared that there were no changes/additions to the previously published version of the agenda.

**Consent Agenda**

- **Director Beard/Director Killough, Motioned/Seconded (M/S) to approve the Consent Agenda as presented. The motion passed unanimously. The Consent Agenda was approved as follows:**
- Personnel Report:

<b>New Hire:</b>				
Darin Theophilus	Coach	BHHS	Effective April 13, 2022	N/A
Cristin Aulabaugh	Assistant Cook	BMS	Effective May 23, 2022	PSE
<b>Adjusted:</b>				
Ana Wright	Occupational Therapist	Special Services	Add 0.2 FTE Continuing (2022-2023), effective the 2022-2023 school year	TEA

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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

Michael Cousino	Teacher	BLE	From Technology Specialist (THE) to Grade 4/5 Split (BLE), effective the 2022-2023 school year	TEA
Tara Richerson	Assistant Principal	EOE/THE	Involuntary transfer from Supervisor of Assessment & Data to Assistant Principal, effective the 2022/2023 school year	ADMIN
Laurie Harris	Teacher	TMS/BHHS	From 1.0 Library (TMS) to 0.5 Library (TMS) and 0.5 Library (BHHS)	TEA
Kyle Grunenfelder	Assistant Principal	MTS/BLE	From 0.5 TVA Principal/0.5 Assistant Principal MTS to 0.6 Assistant Principal at MTS and 0.4 Assistant Principal at BLE	ADMIN
Mary McEvoy	Teacher	LRE	Involuntary transfer from Math (TMS) to 5th Grade (LRE), effective the 2022/2023 school year	TEA
Jody Halterman	Principal	TVA	From one-year-only Principal to continuing Principal	ADMIN
Zach Suderman	Assistant Principal	THS	From one-year-only Assistant Principal to continuing Assistant Principal	ADMIN
Whitney Saxlund	Teacher	BLE	From PE/Health (TVA) to Kindergarten (BLE), effective the 2022-2023 school year	TEA
Christy Turnbow	Teacher	BLE	From Elementary (TVA) to Kindergarten (BLE), effective the 2022-2023 school year	TEA
Amy Weed	Teacher	PGS	From ECLC to PGS, effective the 2022-2023 school year	TEA
Anett Hanna	Teacher	EOE	From ECLC to EOE, effective the 2022-2023 school year	TEA

Sarabeth Delozier	Teacher	THE	From ECLC to THE, effective the 2022-2023 school year	TEA
Kailyn Berry	Teacher	THS	Involuntary transfer from PE (TMS) to PE/Science (THS), effective the 2022/2023 school year	TEA
Steven Wickstrom	Substitute Bus Driver	Transportation	From Bus Driver to Substitute Bus Driver, effective May 31, 2022	PSE
Emily Weber	Counselor	THE	From 0.8 FTE to 1.0 FTE (Continuing), effective the 2022-2023 school year	TEA
Chelsea Thomas Altrum	Teacher	BHHS	From One Year Only (2021-2022) to Continuing (2022-2023), effective the 2022-2023 school year	TEA
<b>Leaves:</b>				
Dexter Morton	Teacher	PGS	LOA for the 2022/2023 school year, returning September 1, 2023	TEA
Steve Eliason	Teacher	THS	LOA starting May 9, 2022, returning May 19, 2022	TEA
Patricia McClary	Cook	THE	LOA starting April 12, 2022, returning with partial work schedule on May 10, 2022	PSE
Kyle Grunenfelder	Assistant Principal	BLE	0.4 FTE LOA for the 2022/2023 school year	ADMIN
Tara Richerson	Assistant Principal	EOE/THE	LOA effective July 1, 2022 for the 2022/2023 school year	ADMIN
Sara Gore	Paraprofessional	THE	LOA starting April 18, 2022, returning for the 2022-2023 school year	TAP
Teresa Sinclair	Custodian	EOE	LOA starting May 9, 2022, returning June 20, 2022	PSE
<b>Resignation:</b>				
Nadia Renner	Physical Therapist	Special Services	Effective August 31, 2022	TEA
Sean Dotson	Superintendent	District Office	Effective June 30, 2022	ADMIN



Jennifer Carrougher	Executive Director of Finance	District Office	Effective June 30, 2022	ADMIN
Travis Schultz	Paraprofessional	BLE	Effective August 31, 2022	TAP
Steven Wickstrom	Bus Driver	Transportation	Effective May 30, 2022	PSE
CJ Howard	Coach	THS	Effective May 18, 2022	N/A
<b>Retirement:</b>				
Ruth Cloutier	Assistant Cook/Bus Driver	BMS/Transportation	Effective August 31, 2022	PSE
Candace Hanson-McClung	Office Professional 3	Financial Services	Effective June 30, 2022	TOPA
Julie Grieve	Paraprofessional	BMS	Effective August 31, 2022	TAP
<b>Co-Curricular:</b>				
Harriet Ferris	Extended School Year Paraprofessional	THS		TAP
Gary Jacobson	Extended School Year Paraprofessional	THS		TAP
Donald Woods	Extended School Year Paraprofessional	THS		TAP
Tim Chaleunvong	Extended School Year Paraprofessional	THS		TAP
Stephen Walker	Extended School Year Paraprofessional	MTS		TAP
Kylee Eichner	Extended School Year Paraprofessional	MTS		TAP
Alexis Jasper	Extended School Year Paraprofessional	MTS		TAP
Katie Greer	Extended School Year Paraprofessional	MTS		TAP
Michael Antha	Extended School Year Paraprofessional	THS		TAP
Cassidy McQuiston	Extended School Year, Secondary Teacher	THS		TEA
Michelle Mageo	Extended School Year, Secondary Teacher	THS		TEA
Sarah Wernke	Extended School Year, Elementary Teacher	MTS		TEA
Jasmine Stray	Extended School Year, Elementary Teacher	MTS		TEA
Sharon Brower	Summer Feeding Program, Cook	Support Services		PSE

Diana Wilkes	Summer Feeding Program, Cook	Support Services	PSE
Phikulthong Kaltenbaugh	Summer Feeding Program, Cook	Support Services	PSE
<b>Recommend Approval</b>			
<b>Of:</b>			
Recommend approval to update the NMSC certificated salary schedule and salary schedules 51, 52A, 52B, 53, 54, 55, and NMSC co-curricular stipends for the 2022-2023 school year, as approved by New Market's Administrative Council on May 13, 2022			
Recommend approval to update all non-representative salary schedules: 05, 07, 07A, 08A, 08B, 10, 13, 13A, 14, 15, 18, 19, 20, 25, 25A, 26, 27, 28, 29, 30, 40, 42, 50, 55, 94, by 5.5% effective July 1, 2022			

- Buildings & Grounds – Surplus 1987 Zieman Utility Trailer and 2006 John Deere WAM Mower

**Public Comment**

- Agenda and Non-Agenda Items: Becky Parsons stated that no one signed up to address the Board.

**Action Items**

- Recommended Approval of Resolution 09-21-22, Participation in Vaping Lawsuit. Superintendent Dotson presented on this topic. This passed unanimously.

The Special Board Meeting recessed at 6:07 PM for Executive Session to discuss Personnel Performance, Evaluation or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g). It is expected to last 90 minutes with no action to be taken. The meeting will reconvene only to adjourn.

With no further business coming before the Board, the Special Board Meeting adjourned at 7:53 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Secretary



Dr. Sean Dotson  
Superintendent

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

## **Tumwater School District Executive Session Meeting Minutes**

Location: District Office & Zoom  
621 Linwood Ave. SW  
Tumwater, WA 98512  
May 31, 2022  
5:30 pm

Board Members Present: Casey Taylor, Scott Killough, Melissa Beard, Laurie Sale and Darby Kaikkonen

President Taylor called the meeting to order at 5:30 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.

The Special Board Meeting recessed at 5:32 PM for Executive Session to discuss Personnel Performance, Evaluation or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g). It is expected to last 60 minutes with no action to be taken. The meeting will reconvene only to adjourn.

With no further business coming before the Board, the Special Board Meeting adjourned at 6:46 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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



Dr. Sean Dotson  
Superintendent

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

## Tumwater School District School Board Meeting Minutes

Location: District Office

June 5, 2022  
12:00 PM

Board Members Present: Melissa Beard, Laurie Sale, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 12:00 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 us in the flag salute.

### **Recess Regular Meeting:**

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g).

### **Reconvene and Adjourn Regular Meeting:**

With no further business coming before the Board, the Regular Board Meeting adjourned at 1:12 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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# Tumwater School District

Dr. Sean Dotson  
Superintendent

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

Capital Projects:  
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Financial Services:  
(360) 709-7010  
Human Resources:  
(360) 709-7020  
Payroll/Benefits:  
(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

## Tumwater School District School Board Meeting Minutes

Location: District Office

June 7, 2022  
5:00 PM

Board Members Present: Melissa Beard, Laurie Sale, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 5:00 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 us in the flag salute.

### **Recess Regular Meeting:**

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g).

### **Reconvene and Adjourn Regular Meeting:**

With no further business coming before the Board, the Regular Board Meeting adjourned at 7:01 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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Dr. Sean Dotson  
Superintendent

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Financial Services:  
(360) 709-7010  
Human Resources:  
(360) 709-7020  
Payroll/Benefits:  
(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

## Tumwater School District School Board Meeting Minutes

Location: District Office

June 8, 2022  
2:00 PM

Board Members Present: Melissa Beard, Laurie Sale, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 2:09 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 us in the flag salute.

### **Recess Regular Meeting:**

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g) and Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity, pursuant to RCW 42.30.110(1)(i)(ii).

### **Reconvene and Adjourn Regular Meeting:**

With no further business coming before the Board, the Regular Board Meeting adjourned at 3:00 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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Dr. Sean Dotson  
Superintendent

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Financial Services:  
(360) 709-7010  
Human Resources:  
(360) 709-7020  
Payroll/Benefits:  
(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

## Tumwater School District School Board Meeting Minutes

Location: District Office

June 9, 2022  
4:00 PM

Board Members Present: Melissa Beard, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 4:00 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 us in the flag salute.

### **Recess Regular Meeting:**

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g) and Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity, pursuant to RCW 42.30.110(1)(i)(ii).

### **Reconvene and Adjourn Regular Meeting:**

With no further business coming before the Board, the Regular Board Meeting adjourned at 5:00 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

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Board Member

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Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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Dr. Sean Dotson  
Superintendent

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Capital Projects:  
(360) 709-7005  
Financial Services:  
(360) 709-7010  
Human Resources:  
(360) 709-7020  
Payroll/Benefits:  
(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

## Tumwater School District School Board Meeting Minutes

Location: District Office & YouTube

June 10, 2022

4:00 PM

Board Members Present: Melissa Beard, Casey Taylor, Scott Killough, Darby Kaikkonen

President Casey Taylor called the meeting to order at 4:00 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 us in the flag salute.

### Recess Special Meeting

- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g).

### Reconvene Special Meeting

### Action Item

- Recommended approval of hiring Interim Superintendent Carole Meyer for the 2022-23 School Year. The action was approved unanimously.

With no further business coming before the Board, the Special Board Meeting adjourned at 5:13 PM.

Recorded by:  
Becky Parsons

Signed this 16<sup>th</sup> day of June 2022.

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Secretary

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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## CONSENT AGENDA

- Personnel Report: Questions can be directed to Beth Scouller.
- Financial Services – Payroll and Vouchers: Questions can be directed to Jennifer Carrougher.
- Financial Services – Budget Status Report: Questions can be directed to Jennifer Carrougher.
- Capital Projects Construction Contract Award – EOE and THE Illness Rooms Renovation: Questions can be directed to Mel Murray.
- Capital Projects Contract Change Order – BLE Fire Sprinklers Addition: Questions can be directed to Mel Murray.
- Capital Projects – BLE Utilities Bill of Sale, Waterline Easement and Maintenance Agreement: Questions can be directed to Mel Murray.
- Tumwater High School Theater Donation - \$500.00
- Special Services – 22/23 TSD/Rochester SD Interlocal Agreement: Questions can be directed to Kelli Ehresmann.
- Resolution 10-21-22, Deferred Principal Salaries: 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](http://www.tumwater.k12.wa.us)

**Sean Dotson**  
 Superintendent

June 16, 2022

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

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

<b>New Hire:</b>				
Lindsey Owens	Human Resource Specialist II	DO	Effective July 1, 2022	NON-REP
Ariel Schmidtke	Teacher	THS	Summer School FRESH Program, effective June 30, 2022	TEA
Jeanette Lindstrom	NMSC Receptionist	NMSC	Temporary position (2021-2022), effective June 27, 2022	NMSC
Mary Sharp	Teacher	THS	Summer School ELA, effective June 27, 2022	TEA
Brett Lewis	Teacher	THS	Summer School Science, effective June 27, 2022	TEA
Daniel Hinkle	Teacher	THS	Summer School PE, effective June 27, 2022	TEA
Carolyn Poage	Substitute Custodian	B&G	Effective June 13, 2022	PSE
<b>Darlene Beecroft</b>	<b>Bus Driver</b>	<b>Transportation</b>	<b>Effective May 5, 2022</b>	<b>PSE</b>
<b>Rae Christopher</b>	<b>Human Resource Specialist I</b>	<b>DO</b>	<b>Effective June 14, 2022</b>	<b>NON-REP</b>
<b>Arlen Schwandt</b>	<b>Custodian</b>	<b>PGS</b>	<b>Effective July 6, 2022</b>	<b>PSE</b>
<b>Adjusted:</b>				
Leah Nelson	Office Professional 1	Special Services	Reclassified from an Office Professional 2 to an Office Professional 1, effective May 27, 2022	TOPA
Patrick Kot	Teacher	BMS	Involuntary transfer from Science (TMS) to Social Studies (BMS) effective the 2022/2023 school year	TEA
Karen Armour	Office Professional 3	Financial Services	From 5 hour per day to 8 hour per day, effective July 1, 2022	TOPA

Steve Eggleston	Teacher	Special Services	From SPED Resource (BHHS) to SPED Resource (Special Services), effective the 2022-2023 school year	TEA
Jill Bender	Office Professional 3	BHHS	From Office Professional 5 to an Office Professional 3, effective the 2022-23 school year	TOPA
Jennifer Spray	Office Professional 3	BLE	From Office Professional 6 to Office Professional 3, effective the 2022-23 school year	TOPA
<b>Patrick Kot</b>	<b>Teacher</b>	<b>TMS</b>	<b>Returning to Science (TMS) from Social Studies (BMS) for the 2022-2023 school year</b>	<b>TEA</b>
<b>Kailyn Berry</b>	<b>Teacher</b>	<b>TMS/THS</b>	<b>Returning to 0.6 PE (TMS) and maintaining 0.4 PE (THS) for the 2022-2023 school year</b>	<b>TEA</b>
<b>Tamara York</b>	<b>Assistant Principal</b>	<b>TBD</b>	<b>From continuing teacher to One-Year-Only Assistant Principal, effective July 1, 2022</b>	<b>ADMIN</b>
<b>Norma Hansen</b>	<b>Cook</b>	<b>BLE</b>	<b>From BMS to BLE, effective the 2022-2023 school year</b>	<b>PSE</b>
<b>Leaves:</b>				
Caitlin Shaufler	Teacher	TMS	1.0 LOA for the 2022-2023 school year, returning for the 2023-2024 school year	TEA
Monika Kuligowski	Teacher	BHHS	0.4 LOA for the 2022-2023 school year, returning to 1.0 FTE for the 2023-2024 school year	TEA
William Leon-Guerrero	Maintenance	B&G	LOA starting May 13, 2022, returning May 19, 2022	PSE
Glenn Spinnie	Principal	LRE	LOA starting April 29, 2022, returning May 16, 2022	ADMIN
Karlie Pasion	Teacher	MTS	LOA starting May 17, 2022, returning May 31, 2022	TEA
Lisa Szydowski	SLP	Special Services	LOA starting May 17, 2022, return date to be determined	TEA
Amy Witchey	Bus Driver	Transportation	LOA starting May 24, 2022, return date to be determined	PSE
Alicia Estrada	Office Professional 6	DO	LOA starting May 17, 2022, returning May 25, 2022	TOPA
Katy Linich	Teacher	EOE	LOA for the 2022/2023 school year, returning September 1, 2023	TEA

Kelly Femiano	Teacher	PGS	0.6 FTE LOA for the 2022/2023 school year	TEA
Jayde Richtmyre	Teacher	PGS	0.4 FTE LOA for the 2022/2023 school year	TEA
Karlie Pasion	Teacher	MTS	LOA starting June 2, 2022, returning June 20, 2022	TEA
<b>Kailyn Berry</b>	<b>Teacher</b>	<b>THS</b>	<b>0.4 FTE LOA for the 2022/2023 school year</b>	<b>TEA</b>
<b>Resignation:</b>				
Aubrie Grant	Paraprofessional	THE	Effective August 31, 2022	TAP
Jordan J. Stray	Teacher	THS	Effective August 31, 2022	TEA
Michaela Monson	Paraprofessional	THE	Effective June 15, 2022	TAP
Alison Gillett	Teacher	PGS	Effective August 31, 2022	TEA
Jeremy Hansmann	Bus Driver Trainee	Transportation	Effective June 3, 2022	PSE
<b>Kira Ridewood</b>	<b>Teacher</b>	<b>BMS</b>	<b>Effective August 31, 2022</b>	<b>TEA</b>
<b>Sherri White</b>	<b>Teacher</b>	<b>TVA</b>	<b>Effective August 31, 2022</b>	<b>TEA</b>
<b>Retirement:</b>				
Michael Griggs	Custodian	BHHS/B&G	Effective June 20, 2022	PSE
Nancy Wood	Teacher	THE	Effective June 30, 2022	TEA
Denise Woinarowicz	Paraprofessional	BMS	Effective August 31, 2022	TAP
Anna Miyatake	Office Professional 3	THS	Effective October 3rd 2022	TOPA
<b>Co-Curricular:</b>				
Jordan L. Stray	Activities Director, effective for the 2022/2023 school year	THS		TEA
Kathy Knox	Summer School Paraprofessional	TLC		TAP
Richard Granlund	NMSC Summer School SPED Learning Assistant	NMSC		N/A
Randi Pedersen	Extended School Year, Speech Language Pathologist	THS/MTS		TEA
<b>Josh Simmons</b>	<b>Summer School Teacher - Math</b>	<b>THS</b>		<b>TEA</b>
<b>Cindy McNeely</b>	<b>Summer School Teacher - Social Studies</b>	<b>THS</b>		<b>TEA</b>
<b>Rachel Landowski</b>	<b>Drama Assistant Director</b>	<b>THS</b>		<b>TEA</b>
<b>Recommend Approval:</b>				
<b>Recomend approval of salary schedule 09</b>				
<b>Recommend approval for the following teachers to teach out of their endorsed area:</b>				
<b>Joe Derrig - CHS</b>				
<b>Barret Daniels - TWEC</b>				
<b>Corrections:</b>				
Correction to Thomas Lawrence's retirement date. Correct retirement date is May 31, 2022				

**Revision to Serena Harrah's resignation date. Revised resignation date is June 2, 2022**



# Tumwater School District

621 Linwood Avenue SW, Tumwater, WA 98512-6847

(360) 709-7000

[www.tumwater.k12.wa.us](http://www.tumwater.k12.wa.us)

Sean Dotson  
Superintendent

June 16, 2022

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

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

*Preliminary*

<b>New Hire:</b>				
Lindsey Owens	Human Resource Specialist II	DO	Effective July 1, 2022	NON-REP
Ariel Schmidtke	Teacher	THS	Summer School FRESH Program, effective June 30, 2022	TEA
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Mary Sharp	Teacher	THS	Summer School ELA, effective June 27, 2022	TEA
Brett Lewis	Teacher	THS	Summer School Science, effective June 27, 2022	TEA
Danielle Hinkle	Teacher	THS	Summer School PE, effective June 27, 2022	TEA
Carolyn Poage	Substitute Custodian	B&G	Effective June 13, 2022	PSE
<b>Adjusted:</b>				
Leah Nelson	Office Professional 1	Special Services	Reclassified from an Office Professional 2 to an Office Professional 1, effective May 27, 2022	TOPA
Patrick Kot	Teacher	BMS	Involuntary transfer from Science (TMS) to Social Studies (BMS) effective the 2022/2023 school year	TEA
Karen Armour	Office Professional 3	Financial Services	From 5 hour per day to 8 hour per day, effective July 1, 2022	TOPA
Steve Eggleston	Teacher	Special Services	From SPED Resource (BHHS) to SPED Resource (Special Services), effective the 2022-2023 school year	TEA

**BOARD OF DIRECTORS**

MELISSA BEARD CASEY TAYLOR SCOTT KILLOUGH DARBY KAIKKONEN LAURIE SALE

"Continuous Student Learning in a Caring, Engaging Environment"

Jill Bender	Office Professional 3	BHHS	From Office Professional 5 to an Office Professional 3, effective the 2022-23 school year	TOPA
Jennifer Spray	Office Professional 3	BLE	From Office Professional 6 to Office Professional 3, effective the 2022-23 school year	TOPA
<b>Leaves:</b>				
Caitlin Shaufler	Teacher	TMS	1.0 LOA for the 2022-2023 school year, returning for the 2023-2024 school year	TEA
Monika Kuligowski	Teacher	BHHS	0.4 LOA for the 2022-2023 school year, returning to 1.0 FTE for the 2023-2024 school year	TEA
William Leon-Guerrero	Maintenance	B&G	LOA starting May 13, 2022, returning May 19, 2022	PSE
Glenn Spinnie	Principal	LRE	LOA starting April 29, 2022, returning May 16, 2022	ADMIN
Karlie Pasion	Teacher	MTS	LOA starting May 17, 2022, returning May 31, 2022	TEA
Lisa Szydlowski	SLP	Special Services	LOA starting May 17, 2022, return date to be determined	TEA
Amy Withey	Bus Driver	Transportation	LOA starting May 24, 2022, return date to be determined	PSE
Alicia Estrada	Office Professional 6	DO	LOA starting May 17, 2022, returning May 25, 2022	TOPA
Katy Linich	Teacher	EOE	LOA for the 2022/2023 school year, returning September 1, 2023	TEA
Kelly Femiano	Teacher	PGS	0.6 FTE LOA for the 2022/2023 school year	TEA
Jayde Richtmyre	Teacher	PGS	0.4 FTE LOA for the 2022/2023 school year	TEA
Karlie Pasion	Teacher	MTS	LOA starting June 2, 2022, returning June 20, 2022	TEA
<b>Resignation:</b>				
Aubrie Grant	Paraprofessional	THE	Effective August 31, 2022	TAP
Jordan J. Stray	Teacher	THS	Effective August 31, 2022	TEA
Michaela Monson	Paraprofessional	THE	Effective June 15, 2022	TAP
Alison Gillett	Teacher	PGS	Effective August 31, 2022	TEA
Jeremy Hansmann	Bus Driver Trainee	Transportation	Effective June 3, 2022	PSE
<b>Retirement:</b>				
Michael Griggs	Custodian	BHHS/B&G	Effective June 20, 2022	PSE
Jordan J. Stray	Teacher	THS	Effective August 31, 2022	TEA
Nancy Wood	Teacher	THE	Effective June 30, 2022	TEA
Denise Woinarowicz	Paraprofessional	BMS	Effective August 31, 2022	TAP

Anna Miyatake	Office Professional 3	THS	Effective October 3rd 2022	TOPA
<b>Co-Curricular:</b>				
Jordan L. Stray	Activities Director, effective for the 2022/2023 school year	THS		TEA
Kathy Knox	Summer School Paraprofessional	TLC		TAP
Richard Granlund	NMSC Summer School SPED Learning Assistant	NMSC		N/A
Randi Pedersen	Extended School Year, Speech Language Pathologist	THS/MTS		TEA
<b>Corrections:</b>				
Correction to Thomas Lawrence's retirement date. Correct retirement date is May 31, 2022				



# 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 May 2022.

6-16

DATE: **June 16, 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.

**Jennifer Carrouger, 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
<b>GENERAL FUND:</b>		
Payroll		
Payroll Taxes		\$ 1,059,463.27
Direct Deposit		\$ 3,407,241.25
Payroll Benefit Wire Transfer		\$ 1,180,745.46
Accounts Payable - Payroll	72805879 to 72805889	\$ 16,569.14
Accounts Payable	72219908 to 72219932	\$ 54,694.49
Accounts Payable	77219933 to 72219962	\$ 281,012.07
Accounts Payable	72219963 to 72219995	\$ 89,286.18
Accounts Payable	72219996 to 72219996	\$ 49.75
Accounts Payable	72219997 to 72220013	\$ 1,060,366.22
Accounts Payable	72220014 to 72220047	\$ 70,435.62
Accounts Payable	72220048 to 72220048	\$ 1,196.22
Accounts Payable	72220049 to 72220050	\$ 284.06
Accounts Payable ACH		\$ 150,941.31
Accounts Payable ACH		\$ 201,606.58
Accounts Payable ACH		\$ 402,893.28
Accounts Payable ACH		\$ 183,481.51
Accounts Payable ACH		\$ 28,760.41
ACH Rejection		
Voided Warrants		\$ (2,018.12)
Accounts Payable - COMP TAX		\$ 596.80
<b>TOTAL GENERAL FUND:</b>		<b>\$ 8,187,605.50</b>

<b>CAPITAL PROJECTS FUND:</b>		
Accounts Payable	72012532 to 72012534	\$ 211,534.63
Accounts Payable	72012535 to 72012535	\$ 3,499.49
Accounts Payable	72012536 to 72012536	\$ 286,296.15
Accounts Payable	72012537 to 72012538	\$ 5,978.55
Accounts Payable ACH		\$ 2,132.00
Accounts Payable ACH		\$ 1,840.00
Accounts Payable ACH		\$ 194,928.45
Accounts Payable ACH		
Voided Warrants		
Accounts Payable - COMP TAX		
<b>TOTAL CAPITAL PROJECTS FUND:</b>		<b>\$ 706,209.27</b>

<b>ASSOCIATED STUDENT BODY FUND:</b>		
Accounts Payable	72442033 to 72442033	\$ 200.00
Accounts Payable	72442034 to 72442038	\$ 2,028.27
Accounts Payable	72442039 to 72442040	\$ 4,460.00
Accounts Payable	72442041 to 72442041	\$ 132.00
Accounts Payable	72442042 to 72442043	\$ 1,100.00
Accounts Payable	72442044 to 72442044	\$ 861.00
Accounts Payable ACH		\$ 250.00
Accounts Payable ACH		\$ 486.78
Accounts Payable ACH		\$ 42,922.29
Accounts Payable ACH		\$ 7,362.63
Voided Warrants		
Accounts Payable - COMP TAX		\$ 157.48
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>		<b>\$ 59,960.45</b>

<b>PRIVATE PURPOSE FUND:</b>		
Accounts Payable	72700572 to 72700572	\$ 165.00
Accounts Payable	72700573 to 72700573	\$ 165.00
Accounts Payable	72700574 to 72700574	\$ 55.00
Accounts Payable ACH		
Voided Warrants		\$ (165.00)
Accounts Payable - COMP TAX		
<b>TOTAL PRIVATE PURPOSE FUND:</b>		<b>\$ 220.00</b>

<b>TRANSPORTATION VEHICLE FUND:</b>		
Accounts Payable	72900029 to 72900029	
<b>TOTAL TRANSPORTATION VEHICLE FUND:</b>		<b>\$ -</b>

Board of Directors of Tumwater School District No. 33

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I, Sean Dotson, 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.

*Sean Dotson, Secretary to the Board*



# Tumwater School District

Dr. Sean Dotson  
Superintendent

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

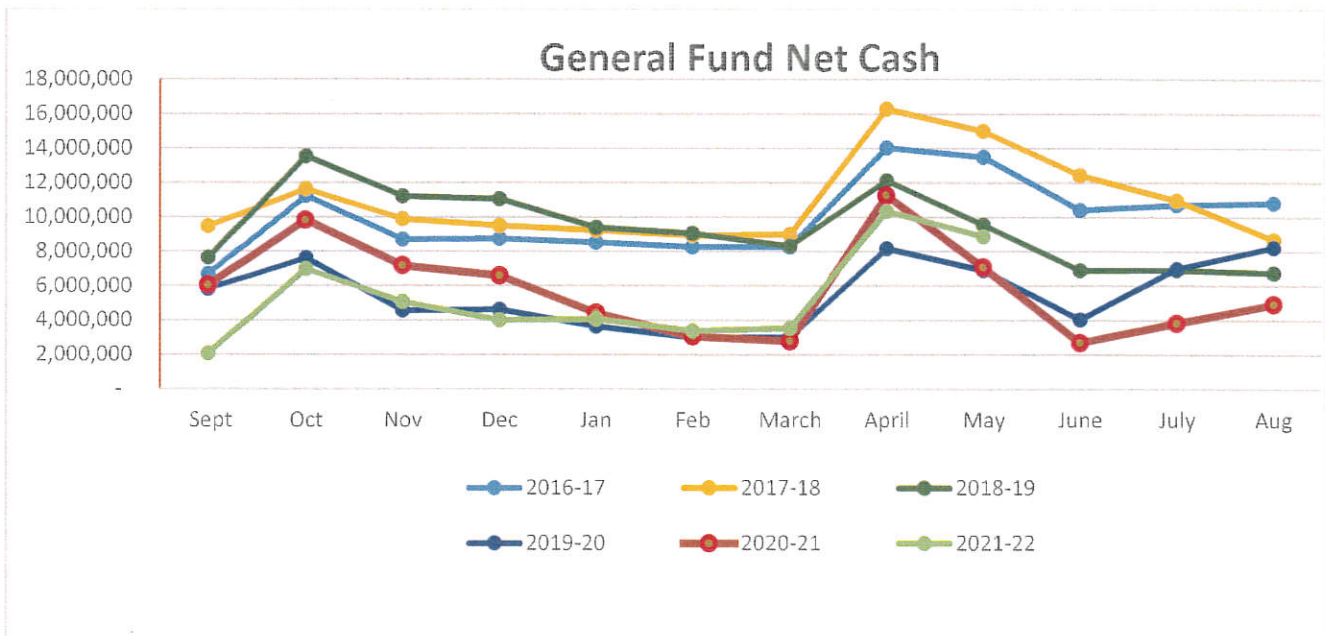
**TO: School Board  
Superintendent**

**FROM: Jennifer Carrouger, Executive Director of Financial Services**

**RE: *Budget Status Reports for May 2022  
Updated Cash and Fund Balance Status for May 2022  
Enrollment Update, including preliminary counts for June 2022***

**Budget Status Reports** - Attached are the Budget Status reports for May 2022 for all five operating funds (General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund and Transportation Vehicle Fund).

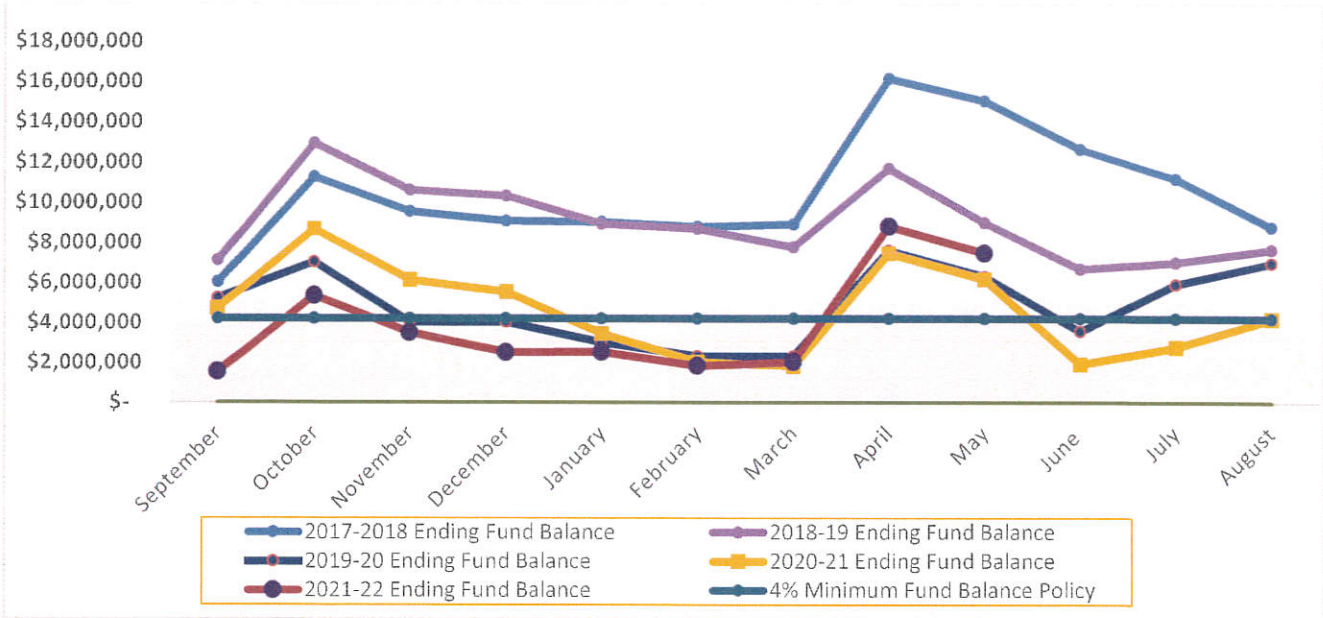
**General Fund Net Cash Balance** (cash less warrants outstanding): The following graph shows the district's net cash balance for the periods 2016-17 through May 2022, which includes the cash balance of New Market Skill Center.



### General Fund – Fund Balance (Excluding Skills Center):

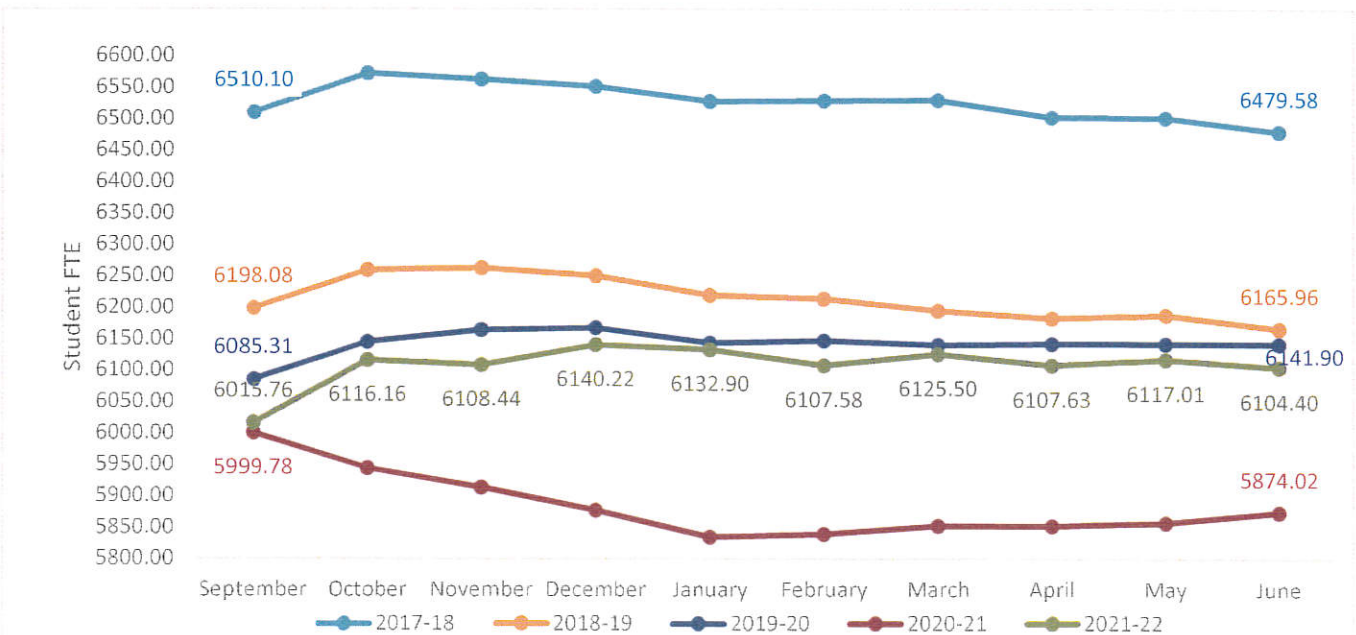
The following chart shows TSD fund balance history as of 5/31/22. The straight line is showing the minimum fund balance policy of 4% of total budgeted expenditures for the 21-22 school year.

Fund balance for the district is: \$8,984,646 which includes \$1,497,837 for Skills Center, leaving a balance of \$7,486,809 available to TSD.



### Enrollment Update

The following shows student enrollment for the past five years, updated with June preliminary counts as of 6/1/22. These numbers include K-12 Basic Education and ALE and exclude NMSC/RS/OD. We budgeted for an Average Annual FTE (AAFTE) of 6,122 for funding purposes. Our AAFTE for the final month of reporting is 6107, falling approximately 15 FTE short of budget.



10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of May, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 LOCAL TAXES	16,793,472	1,368,799.58	16,969,247.73		175,775.73-	101.05
2000 LOCAL SUPPORT NONTAX	2,147,461	113,369.13	582,627.08		1,564,833.92	27.13
3000 STATE, GENERAL PURPOSE	60,594,013	2,917,681.56	42,287,506.98		18,306,506.02	69.79
4000 STATE, SPECIAL PURPOSE	14,695,008	717,005.90	9,682,190.95		5,012,817.05	65.89
5000 FEDERAL, GENERAL PURPOSE	0	.00	11,280.09		11,280.09-	0.00
6000 FEDERAL, SPECIAL PURPOSE	11,174,437	1,284,985.91	6,609,910.41		4,564,526.59	59.15
7000 REVENUES FR OTH SCH DIST	10,000	.00	9,537.12		462.88	95.37
8000 OTHER AGENCIES AND ASSOCIATES	152,500	12,564.00	12,564.00		139,936.00	8.24
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>105,566,891</b>	<b>6,414,406.08</b>	<b>76,164,864.36</b>		<b>29,402,026.64</b>	<b>72.15</b>
<b>B. EXPENDITURES</b>						
00 Regular Instruction	53,771,038	3,979,945.63	38,538,746.42	11,773,460.74	3,458,830.84	93.57
10 Federal Stimulus	5,823,900	435,221.84	2,563,168.26	1,213,179.49	2,047,552.25	64.84
20 Special Ed Instruction	12,122,794	1,176,713.36	9,821,234.57	3,721,198.07	1,419,638.64-	111.71
30 Voc. Ed Instruction	4,257,608	343,883.37	2,963,338.68	1,004,970.88	269,298.44	93.21
40 Skills Center Instruction	4,164,065	309,686.03	2,522,862.42	299,103.74	1,342,098.84	67.77
50+60 Compensatory Ed Instruct.	4,639,240	220,594.68	1,898,847.02	628,928.89	2,111,464.09	54.49
70 Other Instructional Pgms	327,340	19,239.21	270,855.30	59,197.66	2,712.96-	100.83
80 Community Services	604,982	222,717.04-	139,177.83	129,748.76	336,055.41	44.45
90 Support Services	19,838,820	1,637,407.59	14,523,451.78	3,941,740.88	1,373,627.34	93.08
<b>Total EXPENDITURES</b>	<b>105,549,787</b>	<b>7,899,974.67</b>	<b>73,241,682.28</b>	<b>22,771,529.11</b>	<b>9,536,575.61</b>	<b>90.96</b>
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</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	17,104	1,485,568.59-	2,923,182.08		2,906,078.08	> 1000
F. <u>TOTAL BEGINNING FUND BALANCE</u>	5,571,346		6,061,463.42			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	5,588,450		8,984,645.50			

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	449,178.28
G/L 825 Restricted for Skills Center	668,309	1,497,837.05
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	294,960.58
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 Committd to Econmc Stabilizatr	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	129,207-	70,709.36
G/L 890 Unassigned Fund Balance	867,619	3,489,829.67
G/L 891 Unassigned Min Fnd Bal Policy	3,829,799	3,177,200.56
<u>TOTAL</u>	5,591,450	8,984,645.50
Differences	3,000-	.00

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance. An activity for GL 898 will indicate an expected difference.

Exceptions Found:

20--Capital Projects-- FUND BALANCE -- SPI ACCOUNTS -- Revised --- BUDGET-STATUS-REPORT  
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of May, 2022

	ANNUAL	ACTUAL	ACTUAL		BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>		
1000 Local Taxes	2,517,943	375,852.46	4,968,743.25		2,450,800.25-	197.33
2000 Local Support Nontax	850,000	39,516.32	644,655.73		205,344.27	75.84
3000 State, General Purpose	0	14,583.57	181,907.79		181,907.79-	0.00
4000 State, Special Purpose	3,451,450	.00	272,210.16		3,179,239.84	7.89
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>	<u>6,819,393</u>	<u>429,952.35</u>	<u>6,067,516.93</u>		<u>751,876.07</u>	<u>88.97</u>
<u>B. EXPENDITURES</u>						
10 Sites	300,000	200.00	308,667.70	115,242.44	123,910.14-	141.30
20 Buildings	7,095,000	389,224.77	2,831,162.47	1,648,844.19	2,614,993.34	63.14
30 Equipment	2,745,000	316,784.50	1,483,992.71	726,881.20	534,126.09	80.54
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	24,138.80	0.00	24,138.80-	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>10,140,000</u>	<u>706,209.27</u>	<u>4,647,961.68</u>	<u>2,490,967.83</u>	<u>3,001,070.49</u>	<u>70.40</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u> <u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	<u>3,320,607-</u>	<u>276,256.92-</u>	<u>1,419,555.25</u>		<u>4,740,162.25</u>	<u>142.75-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>11,258,115</u>		<u>8,009,947.72</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	<u>7,937,508</u>		<u>9,429,502.97</u>			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	135,000	143,122.61
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	500,000-	.00
G/L 862 Committed from Levy Proceeds	1,482,057-	1,704,875.38
G/L 863 Restricted from State Proceeds	7,361,450	3,448,598.59
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	260,000	264,359.45
G/L 866 Restricted from Impact Proceeds	505,000	2,860,450.26
G/L 867 Restricted from Mitigation Fees	890,000	932,896.32
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	768,115	75,200.36
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	7,937,508	9,429,502.97



30--Debt Service Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of May, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	11,380,170	862,529.85	11,101,647.29		278,522.71	97.55
2000 Local Support Nontax	70,000	3,941.12	25,308.45		44,691.55	36.15
3000 State, General Purpose	300,000	32,650.90	400,191.03		100,191.03-	133.40
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>11,750,170</b>	<b>899,121.87</b>	<b>11,527,146.77</b>		<b>223,023.23</b>	<b>98.10</b>
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	6,810,000	.00	6,810,000.00	0.00	.00	100.00
Interest On Bonds	3,834,675	.00	1,995,900.00	0.00	1,838,775.00	52.05
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	200,000	.00	1,200.00	0.00	198,800.00	0.60
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<b>Total EXPENDITURES</b>	<b>10,844,675</b>	<b>.00</b>	<b>8,807,100.00</b>	<b>0.00</b>	<b>2,037,575.00</b>	<b>81.21</b>
<b>C. OTHER FIN. USES TRANS. OUT (GL 536)</b>						
	0	.00	.00			
<b>D. OTHER FINANCING USES (GL 535)</b>						
	0	.00	.00			
<b>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)</b>						
	905,495	899,121.87	2,720,046.77		1,814,551.77	200.39
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	9,937,762		7,373,781.32			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	10,843,257		10,093,828.09			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	929,869		929,869.09			
G/L 830 Restricted for Debt Service	8,326,335		7,319,426.86			
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	1,587,053		1,844,532.14			
G/L 890 Unassigned Fund Balance	0		.00			
<b>TOTAL</b>	<b>10,843,257</b>		<b>10,093,828.09</b>			

40--Associated Student Body Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of May, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	727,185	37,298.07	297,006.32		430,178.68	40.84
2000 Athletics	434,925	7,290.50	188,601.39		246,323.61	43.36
3000 Classes	144,852	.00	2,294.00		142,558.00	1.58
4000 Clubs	215,014	4,231.00	38,947.60		176,066.40	18.11
6000 Private Moneys	34,850	255.42	6,089.28		28,760.72	17.47
<b>Total REVENUES</b>	<b>1,556,826</b>	<b>49,074.99</b>	<b>532,938.59</b>		<b>1,023,887.41</b>	<b>34.23</b>
<b>B. EXPENDITURES</b>						
1000 General Student Body	698,472	14,040.65	142,180.54	4,693.58	551,597.88	21.03
2000 Athletics	502,172	37,677.66	196,959.73	12,281.38	292,930.89	41.67
3000 Classes	121,807	1,085.00	4,224.48	0.00	117,582.52	3.47
4000 Clubs	216,270	5,859.17	55,447.13	1,302.50	159,520.37	26.24
6000 Private Moneys	49,832	1,176.48	6,769.92	0.00	43,062.08	13.59
<b>Total EXPENDITURES</b>	<b>1,588,553</b>	<b>59,838.96</b>	<b>405,581.80</b>	<b>18,277.46</b>	<b>1,164,693.74</b>	<b>26.68</b>
<b>C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)</b>						
	31,727-	10,763.97-	127,356.79		159,083.79	501.41-
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	704,467		694,314.31			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE (C+D + OR - E)</b>						
	672,740		821,671.10			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	50,000		16,075.00			
G/L 819 Restricted for Fund Purposes	622,740		768,915.97			
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			
<b>TOTAL</b>	<b>672,740</b>		<b>821,671.10</b>			

90--Transportation Vehicle Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of May, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	3,000	310.23	1,915.27		1,084.73	63.84
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	500,000	.00	.00		500,000.00	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	10,000	.00	.00		10,000.00	0.00
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	513,000	310.23	1,915.27		511,084.73	0.37
<u>B. 9900 TRANSFERS IN FROM GF</u>						
	0	.00	.00		.00	0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	513,000	310.23	1,915.27		511,084.73	0.37
<u>D. EXPENDITURES</u>						
Type 30 Equipment	700,000	.00	253,576.76	0.00	446,423.24	36.23
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>	700,000	.00	253,576.76	0.00	446,423.24	36.23
<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</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	187,000-	310.23	251,661.49-		64,661.49-	34.58
<u>H. TOTAL BEGINNING FUND BALANCE</u>						
	667,875		701,746.88			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>						
	XXXXXXXXXX		.00			
<u>J. TOTAL ENDING FUND BALANCE</u>						
<u>(G+H + OR - I)</u>	480,875		450,085.39			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	480,875		450,085.39			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restricted 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			
<u>TOTAL</u>	480,875		450,085.39			

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



**\*\*\*\*\* MEMO \*\*\*\*\***

**DATE:** June 9, 2022  
**TO:** Tumwater School District Board of Directors  
**FROM:** Mel Murray, Director of Facilities  
**SUBJECT:** **Consent Agenda – Construction Contract Award**  
**East Olympia and Tumwater Hill Elementary Schools Illness Room Renovations**

Bids were received on Thursday, May 26, 2022 for the East Olympia and Tumwater Hill Elementary Schools Illness Room Renovations.

The work will add a new illness room separated from the health room at each school.

Four contractors submitted bids; the low bid was submitted by Adroit Contractors Inc. All bids received are listed below and the Architect's estimate was \$265,000. Capital levy funds are being used for this project.

<b>Adroit Contractors Inc.</b>	<b>\$173,398.00</b>
Scott Wall Construction Inc.	\$238,230.00
Lewis/Cutler Construction	\$244,500.00
Confederated Construction Co.	\$249,950.00

Adroit Contractors meets all the criteria of the bid documents. Their President, Stuart Drebeck, reviewed their bid and confirmed their pricing; has visited the site and understands the scope of the work, the schedule and prevailing wage requirements. Adroit Contractors has completed two other projects for Tumwater School District.

*Award of the general construction contract for the East Olympia and Tumwater Hill Elementary Schools Illness Room Renovations to Adroit Contractors Inc. for the base bid of \$173,398.00.00 is recommended.*

\*\*\*\*\*



**DATE:** June 16, 2022  
**TO:** Tumwater School District Board of Directors  
**FROM:** Mel Murray, Director of Facilities  
**SUBJECT:** Consent Agenda  
Capital Projects Contract Change Order

\*\*\*\*\*

Change Order #2 for the Black Lake Elementary Fire Sprinklers Addition construction contract is attached.

This change order is recommended for approval. Please contact me with any questions.

\*\*\*\*\*

**CHANGE ORDER**

**TCF Architecture**

PROJECT NAME: **Black Lake Elementary School - Fire Sprinkler Renovation**

CHANGE ORDER NO.: \_\_\_\_\_ 2

C.O. DATE: \_\_\_\_\_ 5/24/2022

TO CONTRACTOR: **Construct, Inc.**

CONTRACT DATE: \_\_\_\_\_ 5/17/2021

THE OWNER: **Tumwater School District**

ARCHITECT'S PROJECT NO.: \_\_\_\_\_ 2020-011

THE ARCHITECT: **TCF Architecture PLLC**

The Contract is changed as follows:

ITEM	DESCRIPTION	ADD OR DEDUCT	AMOUNT
COP 04	Remove Coiling Fire Shutter Door & Patch Wall	ADD	\$1,967.15
COP 09	Hydroseed Revisions	ADD	\$2,195.17
COP 10	Existing Holes in Attic Drywall	ADD	\$481.54
COP 11	Fire Line Tie-In	ADD	\$789.94
COP 12	Radiant Barrier Credit	DEDUCT	(\$14,256.00)
3.4.10.6 Apprenticeship Bonus	Apprenticeship requirement met per contract	ADD	\$1,000.00

**TOTAL AMOUNT FOR THIS CHANGE ORDER** **DEDUCT** (\$7,822.20)

**SUMMARY**

The original Contract Sum was	\$1,455,500.00
Net change by previously authorized Change Orders	\$27,222.45
The Contract Sum prior to this Change Order was	\$1,482,722.45
The Contract Sum will be (decreased) by this change order	(\$7,822.20)
The new Contract Sum including this Change Order will be	\$1,474,900.25

The Contract Time will be (unchanged)

The date of Substantial Completion as of the date of this Change Order therefore is (May 24, 2022).

**ARCHITECT**

TCF Architecture PLLC  
902 N 2nd Street  
Tacoma, WA 98403

By: *Steph M. Detell*  
(insert typewritten name)

Date: 5/23/2022

**OWNER**

Tumwater School District  
621 Linwood Ave SW  
Tumwater, WA 98512

By: \_\_\_\_\_  
(insert typewritten name)

Date: \_\_\_\_\_

**CONTRACTOR**

Construct, Inc.  
855 Trosper Rd SW  
Tumwater, WA 98512

By: *M. August*  
(insert typewritten name)

Date: 5.26.2022



**DATE: June 9, 2022**  
**FROM: Mel Murray, Facilities Director**  
**SUBJECT: Consent Agenda**  
**Black Lake Elementary**  
**Utilities Bill of Sale, Waterline Easement and Maintenance Agreement**

\*\*\*\*\*

As part of the fire sprinkler installation at Black Lake Elementary, a new water line loop was installed around the school. Since this is upstream of our water meter, the pipe, fire hydrants, fire department connections, valves, etc. will be added to the City's water system. This is done through the attached "Bill of Sale"; essentially, in exchange for the water to fight a fire, TSD gives the pipe to the City.

To allow the City access for maintenance of their new added pipe, a fifteen-foot wide easement centered on the pipe needs to be dedicated to the City.

The City requires a two-year maintenance agreement so the District is responsible for any repairs to the new pipe needed in the next two years; after that, it becomes a City responsibility.

These are all requirements for any developer in the City, including TSD.

Approval is requested to allow Superintendent Dotson to sign the documents for the District.

If there are any questions, please contact me.

\*\*\*\*\*



BILL-OF-SALE

KNOW ALL PEOPLE BY THESE PRESENTS that for and in valuable consideration, receipt of which is hereby acknowledged, the undersigned Grantor, Tumwater School District #33, does by these presents convey, set over, transfer and assign to the Grantee, City of Tumwater, Thurston County, Washington, a Municipal Corporation, the following described property situated in Thurston County, Washington, to wit:

All water main, valves, hydrants, meter boxes, sewer main, manholes, laterals, cleanouts, paving, sidewalks, street lights, conduit, junction boxes, storm piping, catch basin and all other appurtenances as shown within easements and in the public right-of-way and on the approved engineering plans dated May 14, 2021 on file with the City of Tumwater. TUM #21-0584; Project: Black Lake Elementary Fire Sprinkler Addition.

Grantor hereby warrants that Grantor is the sole owner of all the property hereby conveyed; that Grantor has full power to convey the same and that Grantor will defend the title of the said Grantee against any and all persons lawfully making claim thereto.

IN WITNESS WHEREOF, the Grantor has caused this instrument to be duly executed this \_\_\_\_ day of June, 2022.

GRANTOR:

\_\_\_\_\_  
Signature  
Dr. Sean Dotson, Superintendent  
Printed Name and Title

State of Washington )  
                                  )ss  
County of \_\_\_\_\_)

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of \_\_\_\_\_ to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

(Seal or Stamp)

\_\_\_\_\_  
(Signature)  
Notary Public in and for the State of Washington.  
My appointment expires \_\_\_\_\_.

\_\_\_\_\_  
Engineering Services Manager

\_\_\_\_\_  
Transportation and Engineering Director  
Bill-of-Sale (r:02/14)

When Recorded Mail To:

City of Tumwater  
555 Israel Road SW  
Tumwater, WA 98501  
Attn: \_\_\_\_\_

### WATER EASEMENT

Grantor (s): TUMWATER SCHOOL DISTRICT NO. 33  
Grantee (s): CITY OF TUMWATER, a Washington Municipal Corporation  
Property Legal Description (abbreviated):  
Assessor's Tax Parcel ID#(s):

For and in consideration of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, TUMWATER SCHOOL DISTRICT NO. 33, ("Grantor") grants, conveys and warrants to the CITY OF TUMWATER, a Washington municipal corporation, ("Grantee") for the purposes hereinafter set forth a permanent easement under, across and over certain real property (the "Property") located in Tumwater, Washington, legally described as follows:

**See PARCEL DESCRIPTION on attached EXHIBIT "A"**

Except as may be otherwise set forth herein, Grantee's rights shall be exercised upon that portion of the Property ("Easement") legally described as follows:

**See EASEMENT DESCRIPTION on attached EXHIBIT "A"  
And graphically shown on attached EXHIBIT "B"**

**1. Purpose.** Grantee and its agents, designees and/or assigns shall have the right, without prior notice to Grantor, at such times as deemed necessary by Grantee, to enter upon the Property to inspect, design, construct, reconstruct, operate, maintain, repair, replace, remove, grade, excavate, and enlarge all water mains and all appurtenances thereto ("Facilities"). Following the initial construction of the Facilities, Grantee may from time to time construct such additional facilities as it may require.

**2. Access.** Grantee shall have the right of access to the Easement over and across the Property to enable Grantee to exercise its rights hereunder by utilizing the improved driveway on the Property or by any other method mutually agreeable to Grantor and Grantee.

**3. Obstructions; Landscaping.** Grantee may from time to time remove vegetation, trees, or other obstructions within the Easement, and may level and grade the Easement to the extent reasonably necessary to carry out the purposes set forth in paragraph 1 hereof, provided, that following any such work, Grantee shall, to the extent reasonably practicable, restore the Easement to a condition similar to its condition prior to such work. Following the installation of the Facilities, Grantor may undertake any ordinary improvements to the landscaping of the Easement, provided that no trees or other plants shall be placed thereon, which would be unreasonably expensive or impractical for Grantee to remove and restore.



## EXHIBIT A

### PARCEL DESCRIPTION

THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 17 NORTH, RANGE 2 WEST, W.M.; EXCEPT THE WEST 660 FEET AND EXCEPT COUNTY ROAD KNOWN AS BELMORE-BLACK LAKE ROAD ALONG THE SOUTH AND EAST LINES THEREOF. SITUATED IN THE COUNTY OF THURSTON, STATE OF WASHINGTON.

### EASEMENT DESCRIPTION

A 15.00 FOOT WIDE EASEMENT, LYING 7.50 FEET ON EACH SIDE OF AND COINCIDENT WITH THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF THE ABOVE-DESCRIBED PARCEL, SAID POINT BEING 30.00 FEET WEST OF THE CENTERLINE BLACK LAKE BELMORE ROAD SW;

THENCE ALONG THE EAST LINE OF SAID PARCEL ALSO BEING THE WEST RIGHT-OF-WAY LINE OF BLACK LAKE BELMORE ROAD SW, SOUTH 02°11'30" WEST, 604.01 FEET TO THE POINT OF BEGINNING;

THENCE NORTH 87°44'16" WEST, 75.61 FEET TO HEREINAFTER REFERENCED POINT A;

THENCE SOUTH 03°30'42" WEST, 164.26 FEET;

THENCE SOUTH 20°53'08" WEST, 48.39 FEET;

THENCE SOUTH 65°53'08" WEST, 106.31 FEET;

THENCE SOUTH 43°23'08" WEST, 32.35 FEET;

THENCE SOUTH 88°23'08" WEST, 139.84 FEET;

THENCE NORTH 42°14'02" WEST, 80.39 FEET;

THENCE NORTH 02°46'36" EAST, 7.06 FEET;

THENCE NORTH 42°13'24" WEST, 141.25 FEET;

THENCE NORTH 19°43'24" WEST, 18.48 FEET;

THENCE NORTH 02°46'36" EAST, 310.25 FEET;

THENCE NORTH 47°46'36" EAST, 23.52 FEET;

THENCE SOUTH 88°12'54" EAST, 9.52 FEET TO HEREINAFTER REFERENCED POINT B;

THENCE SOUTH 88°12'54" EAST, 241.11 FEET;

THENCE SOUTH 44°54'16" EAST, 55.56 FEET TO HEREINAFTER REFERENCED POINT C;

THENCE SOUTH 44°54'16" EAST, 23.17 FEET;

THENCE SOUTH 00°05'16" EAST, 100.77 FEET;

THENCE SOUTH 42°08'55" EAST, 92.08 FEET TO HEREINAFTER REFERENCED POINT D;

THENCE SOUTH 87°44'16" EAST, 40.74 FEET TO HEREINBEFORE REFERENCED POINT A, AND THE TERMINUS OF THIS LINE;

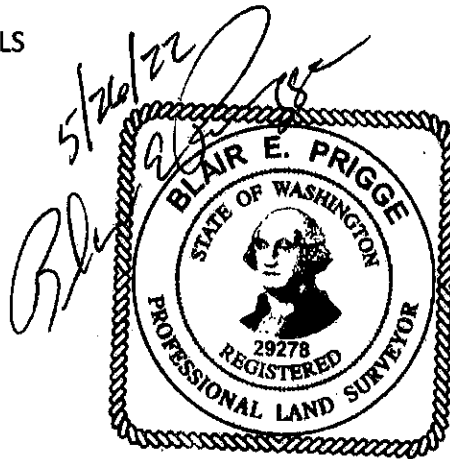
THENCE CONTINUING SAID EASEMENT CENTERLINE FROM HEREINBEFORE REFERENCED POINT B, SOUTH 01°47'06" WEST, 15.65 FEET TO THE TERMINUS OF THIS LINE;

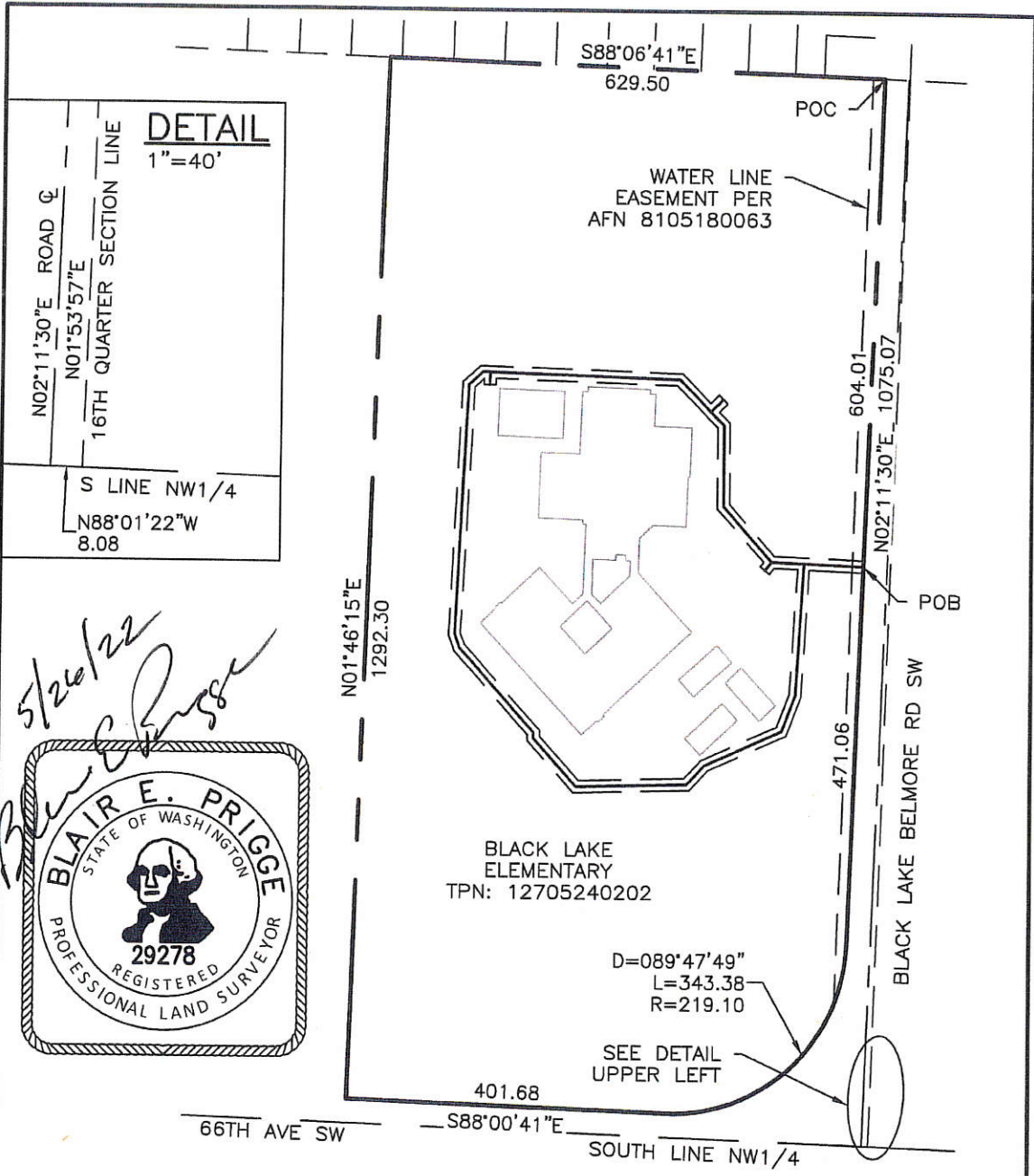
THENCE CONTINUING SAID EASEMENT CENTERLINE FROM HEREINBEFORE REFERENCED POINT C, NORTH 45°05'44" EAST, 22.00 FEET TO THE TERMINUS OF THIS LINE;  
THENCE CONTINUING SAID EASEMENT CENTERLINE FROM HEREINBEFORE REFERENCED POINT D, SOUTH 40°03'31" WEST, 13.32 FEET TO THE TERMINUS OF THIS LINE;

THE SIDELINES BEING EXTENDED OR SHORTENED TO PROVIDED A FULL AND CONTINUOUS EASEMENT AND TO TERMINATE AT THE EAST LINE OF SAID PARCEL;

SITUATE IN THURSTON COUNTY, WASHINGTON.

Prepared by: BLAIR E. PRIGGE, PLS  
MTN2COAST, LLC  
DATE: 5/26/2022

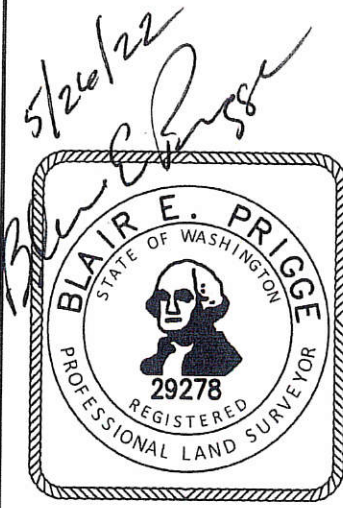




**DETAIL**  
1"=40'

N02°11'30"E ROAD C  
N01°53'57"E  
16TH QUARTER SECTION LINE

S LINE NW1/4  
N88°01'22"W  
8.08

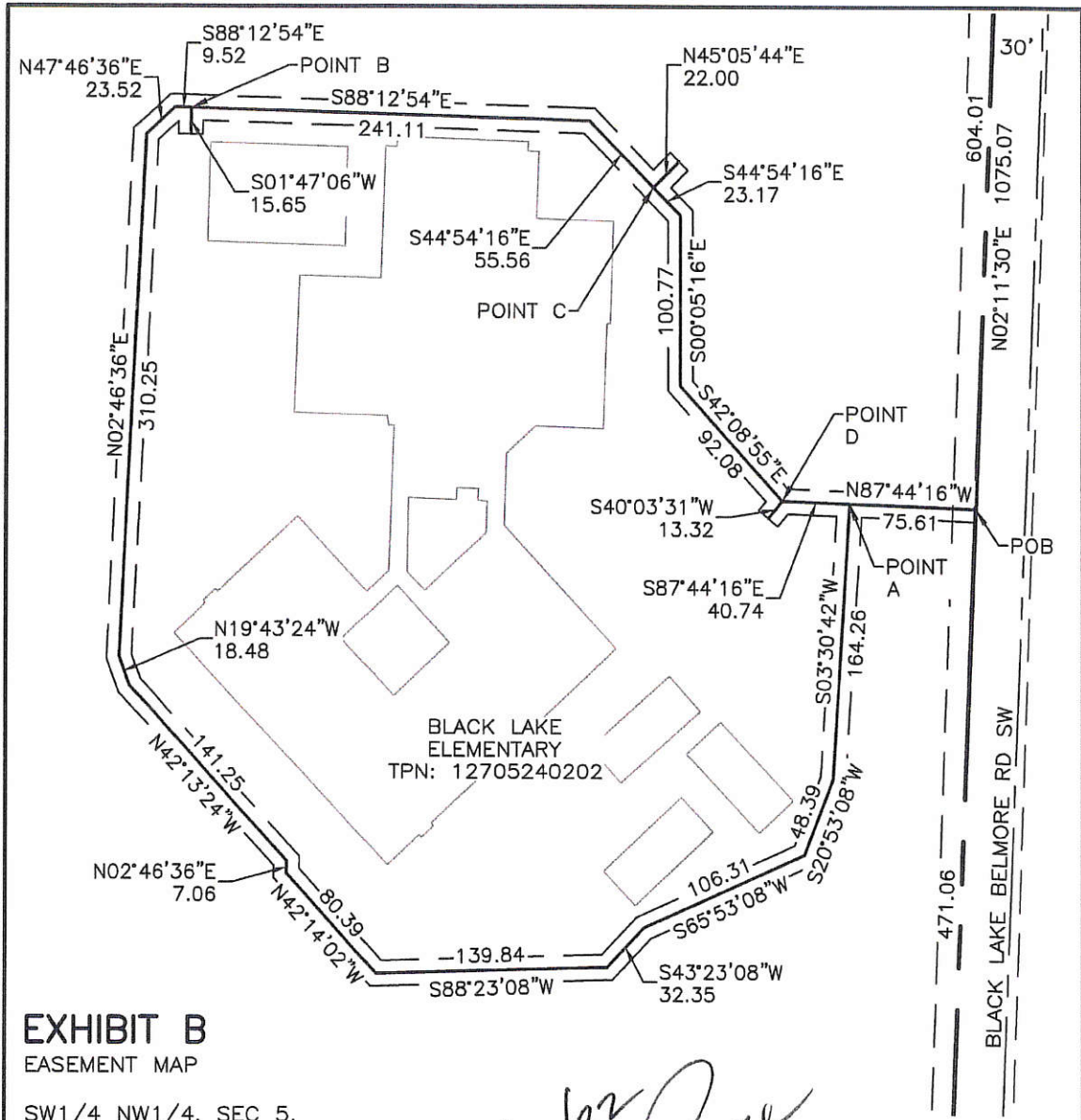


**EXHIBIT B**  
EASEMENT MAP

SW1/4 NW1/4, SEC 5,  
T17N, R2W, W.M.  
DATE: 5/26/2022  
SCALE: 1"=200'  
M2C PROJECT NO.: 21-388  
SHEET NO. 1 OF 2



PROFESSIONAL LAND SURVEYORS  
2320 MOTTMAN RD SW, STE 106  
TUMWATER, WA 98512  
360-688-1949



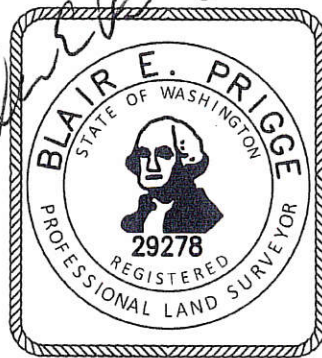
**EXHIBIT B**  
EASEMENT MAP

SW1/4 NW1/4, SEC 5,  
T17N, R2W, W.M.  
DATE: 5/26/2022  
SCALE: 1"=100'  
M2C PROJECT NO.: 21-388  
SHEET NO. 2 OF 2



PROFESSIONAL LAND SURVEYORS  
2320 MOTTMAN RD SW, STE 106  
TUMWATER, WA 98512  
360-688-1949

*5/26/22*  
*Blair E. Prigge*





Dr. Sean Dotson  
Superintendent

621 Linwood Avenue SW Tumwater, WA 98512-6847  
(360) 709-7000 [www.tumwater.k12.wa.us](http://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:** June 9, 2022

**TO:** School Board  
Sean Dotson, Superintendent

**FROM:** Becky Parsons, Executive Assistant

**RE:** Consent Agenda  
Tumwater High School Theater Program Donation

---

Tumwater High School received the following donation:

- \$500 from Weston Weller who has a student in the Theater Program

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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



Tumwater High School

*Neff*

Receipt #: 437559 Clerk: Miyatake  
Manual #: Terminal: 1

5/13/2022 9:32 AM

NWELLERWESTON  
NWELLERWESTON  
WELLER, WESTON

, WA

Qty	Item	Price
1	AS1260F DRAMA	500.00

DONATION

Subtotal	500.00
Tax	0.00
Total	500.00
Check 5043	500.00
Change Due	0.00

Please retain this receipt

**INTERDISTRICT COOPERATIVE AGREEMENT FOR EDUCATIONAL SERVICES TO STUDENTS WITH  
DISABILITIES**

This Interlocal Agreement is hereby entered into this \_\_\_\_ day of June 2022, by and between Tumwater School District ("Serving District") and Rochester School District ("Resident District"), both quasi-municipal corporations located in Thurston County, under Chapter 39.34 RCW.

WHEREAS, RCW 39.34, the Interlocal Cooperation Act, and RCW 28A.225.250 allows for public agencies to enter into agreements with one another for joint or cooperative action; and

WHEREAS, each school in the State of Washington is required by RCW 28A.155.010 to ensure that all children with disabilities residing within its boundaries shall have the opportunity for an appropriate education at public expense; and

WHEREAS, RCW 28A.155.040 authorizes school districts to participate in an inter-district arrangement to fulfill its responsibility to ensure such appropriate education opportunity for its resident children with disabilities; and

WHEREAS, Resident District has determined that certain students who qualify for special education services present unique challenges due to the nature of their disability, and would be appropriately served in the Elementary Emotional Behavioral Disorder Program of the Serving District for the remainder of the 2022-23 school year; and

WHEREAS, Serving District is willing to enter into this Agreement with Resident District and make available its Elementary Emotional Behavioral Disorder Program to certain disabled students residing within the borders of Resident District in the manner and upon the terms and conditions hereinafter set forth.

NOW THEREFORE, for and in consideration of the promises and undertakings herein contained, the parties hereto agree as follows:

1. **Authority.** This Agreement is entered into pursuant to and under the authority granted by Chapter 39.34 RCW (Interlocal Cooperation Act), RCW 28A.225.250, and other provisions of the laws of the State of Washington, which authorize school districts to engage in joint or cooperative action in various activities. This Agreement was approved by the Parties' respective board of directors, and signed copies of the respective school district board minutes or resolution approving this Agreement are available for inspection at the Parties' respective district administrative offices.
2. **Purpose.** The purpose of this Agreement is to utilize inter-district cooperation to provide educational programs not otherwise available to ensure students with disabilities are afforded an appropriate education at public expense.
3. **Duties and Responsibilities.** The Serving District will allow one (1) Student from the Resident District to participate in its existing Elementary Emotional Behavior Disorder Program ("EBD Program") beginning September 7, 2022 and continuing through the of 2022-23 school year, including for extended school year services. The student will be enrolled on a full-time basis.

Serving District reserves the right to review the placement of student in the EBD Program with representatives of Resident District if after a reasonable trial period the EBD Program proves to be inappropriate. This review will include, but not be limited to, determining (1) whether placement in the EBD Program is appropriate; (2) whether there are possible alternative placements, including returning student to Resident District; (3) transition date(s); and (4) adjustment to billing as a result of any change in placement.

All staff and facilities used for the EBD Program shall be employed by and situated within the boundaries of the Serving District. The Serving District will administer the EBD Program in accordance with the rules and regulations of RCW 28A 155.040 and the Serving District's Board policies and practices.

4. **Provision of FAPE.** Resident District retains the obligation under state and federal special education laws to ensure its resident student being served in the Serving District's EBD Program are provided a Free Appropriate Public Education (FAPE) in accordance with the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. § 1400 et seq. This includes, but is not limited to, Resident District's obligation to convene Individualized Education Program (IEP) meetings and conduct special education evaluations as appropriate. Resident District remains responsible for any dispute resolution proceedings initiated by parents or students.

Serving District agrees to send authorized representatives as appropriate to required IEP meetings scheduled within the Resident District for the student being served in the EBD Program. Serving District will provide sufficient data, including the results of any evaluations of the student, for the Resident District and student's IEP team to determine whether student is being provided a FAPE while being served in the EBD Program.

5. **Funding.** Resident District will claim and receive basic education and special education funding for its student served in the EBD Program. Resident District agrees to compensate the Serving District a monthly fee of \$5100.00 for the costs of services provided through the EBD Program in accordance with the RCW 28A.155.040 and the Serving District's Board policies and procedures.

Resident District further agrees to reimburse Serving District for any excess costs resulting from changes to the student's special education programming, including additional staffing costs if the student's IEP team determines that a higher level of service is necessary to provide FAPE, such as a 1:1 paraeducator.

Billing will be sent quarterly with the total bill to be due and owing within twenty (20) business days of the date of the invoice. The final billing will be sent on or about July 15, 2023, and due and owing within twenty (20) business days from receipt of the invoice. Final costs, during the term of the Agreement, will reflect the monthly fee of \$5100.00, as well as any additional costs, if any, resulting from changes to the student's special education programming, which result in additional costs to Serving District, including, but not limited to, additional staffing costs based on the terms and conditions of employee agreements, and other personnel policies and procedures.

6. **Term and Termination.** The term of this Agreement is for the 2022-23 school year, starting on September 7, 2022, and ending on or around August 31, 2023. The Parties acknowledge that students who resident within the Serving District have priority enrollment in the EBD Program,

and as a result, it may become necessary to terminate this Agreement and return the out-of-district student being served in the EBD Program to the Resident District. If it becomes necessary to return a student to the Resident District, the Serving District will provide reasonable notice of termination.

Additionally, either party may terminate this Agreement for good cause by giving thirty (30) days' written notification in advance of the proposed termination date to the other party or earlier if mutually agreed upon. If this Agreement is terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

7. **Transportation.** Resident District will be responsible for providing the transportation to and from the student's home and the EBD Program. Resident District also agrees to pay its share of actual costs for transportation provided by Serving District to or from an educational program or from one place of learning to another place of learning during the school day (e.g., field trips).
8. **Assets.** Serving District will provide, and retain title to, all assets used in the EBD Program. Resident District will retain ownership of any equipment it directly acquires for the specific use of its student served in the EBD Program.
9. **Indemnification.** Serving District shall defend, indemnify, and hold harmless Resident District in full for any and all claims against Resident District or its employees, officials or contractors which arise from the acts or omissions of Serving District and its employees, officials and contractors in the provision of services under this Agreement. Resident District shall defend, indemnify, and hold harmless Serving District in full for any and all claims against Serving District or its employees, officials or contractors which arise from the acts or omissions of Resident District and its employees, officials and contractors in the provision of services under this Agreement.
10. **Successor Agreement.** Resident District acknowledges that while this agreement is for the remainder of one school program year only, program development is continuous and long-range planning a requisite. Resident District acknowledges that entering into this agreement may carry implications for succeeding school years, and it agrees to announce its intention to renew this Agreement for a succeeding school year not later than May 15, 2023. Although not binding, such notification of intent to enter into a successor agreement is to be considered carefully and not hereafter modified except for good cause.
11. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties, supersedes any prior obligations, negotiations, or discussions between them, and may only be changed by written amendment signed by the parties.

IN WITNESS WHEREOF, the Rochester School District and the Tumwater School District have executed this agreement at Tumwater, Washington as of the day and year first above written.

ROCHESTER SCHOOL DISTRICT

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

TUMWATER SCHOOL DISTRICT

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date



Dr. Sean Dotson  
Superintendent

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

Capital Projects:  
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(360) 709-7020  
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(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

## RESOLUTION 10-21-22

WHEREAS, the Board of Directors annually sets the salary schedule for the next school year for the Superintendent, unrepresented central office administrators and building administrators on or before July 1 of each year; and

WHEREAS, before determining whether to adjust the salary schedule compensation for said personnel for the contract year beginning July 1, the Board desires to review:

- The level of revenue the District is projected to receive from all sources in 2022-23, after the final state budget is passed;
- the results of salary surveys and other compensation related planning and other information from comparable in-State school districts;
- the level of allocations in the state budget that are earmarked for members of District bargaining units and the outcome of any negotiations with -such bargaining units; and
- Salary compression that may have been created as a result of any such increases or allocations.

WHEREAS, all such information will not be available on or before July 1;

NOW, THEREFORE, BE IT RESOLVED that:

### 1. ADOPTION OF TENTATIVE SALARY SCHEDULE

The tentative 2022-23 Building Administrator salary schedules, are hereby adopted and are deemed tentative. The Tentative 2022-23 Salary Schedule is subject to further adjustment on or after July 1, 2022 because the Board desires to consider additional information, such as listed above, that is not yet available before deciding whether to grant adjustments to salary or other forms of compensation to such personnel, which if adopted, will be effective as of July 1, 2022.

### 2. TOTAL COMPENSATION NOT SETTLED OR LIQUIDATED

The salary, compensation or benefits amounts for such personnel are not settled or liquidated as of July 1, 2022 and the Board reserves the right to make adjustments effective as of that date for work performed on or after July 1, 2022 following review of the type of data listed above.

### 3. DEFERRED COMPENSATION

Such adjustments as described above for the period beginning July 1 until the date of the adjustment, shall be in the nature of deferred compensation for the employees, who until the date the adjustment occurs will be working without being certain of their final level of salary and other forms of compensation for 2022-23. Employees must continue working at least one month after the date of the adjustment to be eligible to receive the "deferred compensation".

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

*"Continuous Student Learning in a Caring, Engaging Environment"*

4. INDIVIDUAL CONTRACTS

All initial individual contracts issued to employees subject to this Resolution shall include a provision stating the compensation provided in the contract may be revised pursuant to this Board Resolution.

DATED this 16<sup>th</sup> day of June 2022.

BOARD OF DIRECTORS  
TUMWATER SCHOOL DISTRICT NO. 33

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary/Superintendent

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

## REPORTS TO THE BOARD

- TSD/Tumwater Chamber Retail Space Partnership: Questions can be directed to Brian Hardcastle.



# Tumwater School District

## Retail & Tourism

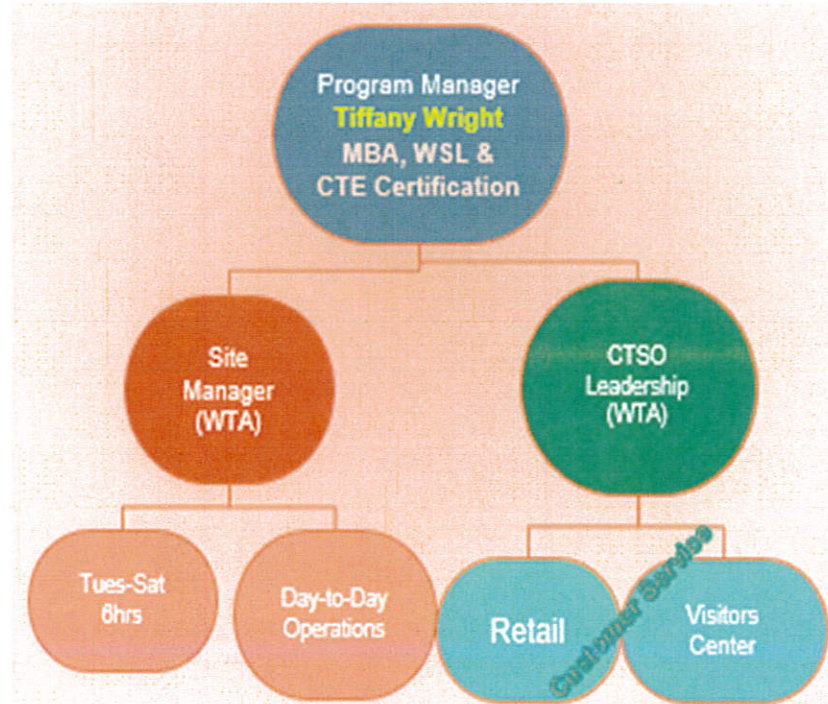
## Location

5304 Littlerock Rd SW, TumH<sub>2</sub>O

## Facility

- 30k for building upgrades
- Source: CTE funds (185k recovery)
- Security system via internet provider
- Lease 5yrs for \$100/month

## Management structure



## Partnerships

- TUMWATER CHAMBER OF COMMERCE
- EXPERIENCE OLYMPIA & BEYOND
- WA RETAIL ASSOCIATION
- TUMWATER SCHOOL DISTRICT

## Benefits

### Work-Based Learning

- Alignment of classroom & workplace learning
- Application of academic, technical, and employability in a work setting
- Support from classroom or workplace mentors

### City of Tumwater Visitors Center

- Certified Tourism Ambassadors, Volunteerism, Community Service, and local history Thurston CTA

### Retail Space

- BHHS and THS logo wear
- Financial Literacy, Expanded Hours, etc

### Service to Community

- Tourism, School-to-Work pipeline, Parent/Community Access to Resources

### 21<sup>st</sup> Century Skills

- Academic, Employability, and Technical Skills

### CTSOs

- Career and Technical Student Organizations

<https://www.ctsos.org/>



## **ACTION ITEMS**

- Recommended Approval of Resolution 11-21-22, Tumwater High School Fastpitch/Softball State Champions
- Recommended Approval of Resolution 12-21-22, Tumwater High School Baseball State Champions
- Recommended Approval of Resolution 13-21-22, Tumwater High School Girls Track State Champions
- Recommended Approval of Meal Prices for the 22-23 School Year: Questions can be directed to Beth Scouller or Bob Gibson.
- Recommended Approval of the 2022-2032 New Market Skills Center Inter-District Cooperative Agreement: Questions can be directed to Sean Dotson.
- Recommended Approval of the 21-22 Tumwater Association of Paraprofessionals (TAP Contract): Questions can be directed to Beth Scouller.



Dr. Sean Dotson  
Superintendent

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(360) 709-7029  
Student Learning:  
(360) 709-7030  
Special Services:  
(360) 709-7040

### RESOLUTION 11-21-22

WHEREAS, the Board of Directors of Tumwater School District No. 33 would like to recognize the accomplishments of the 2022 Tumwater High School Thunderbirds Fastpitch-Softball Team;

WHEREAS, on May 28, 2022 at 2 PM the Tumwater High School Thunderbirds Fastpitch-Softball team played against the Othello Huskies for the State Championship at Carlon Park in Selah, WA;

WHEREAS, this is the team’s 3<sup>rd</sup> State Championship since 1993;

WHEREAS, the ending score crowned Tumwater on top with a final of Tumwater 13 – Othello 3;

WHEREAS, this young team with exceptional talent, was physically dominant and gritty. They learned how to play together, in unison as the season progressed;

WHEREAS, the coaches have developed the team into confident and competitive players and prioritized team unity. They emphasized the importance of playing for TUMWATER – their community. Nothing was more special than having the honor to wear the Tumwater uniform;

WHEREAS, the team’s parents, fans, and community support is second to none. Some say Tumwater families live in a “green haze” where nothing else matters outside of Tumwater HS, which is something the team takes pride in. Alumni traveled to Selah - some from the 2006 state championship team - and expressed their excitement for the program after the win;

NOW, THEREFORE, BE IT RESOLVED that the School Board of Directors of Tumwater School District congratulate the Tumwater T-Bird Fastpitch-Softball Team for winning the State Championship this year and for bringing home the championship trophy to your school for the 3<sup>rd</sup> time!

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to Tumwater High School.

DATED this 16th day of June 2022.

BOARD OF DIRECTORS  
TUMWATER SCHOOL DISTRICT NO. 33

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary/Superintendent

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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



Dr. Sean Dotson  
Superintendent

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(360) 709-7040

### RESOLUTION 12-21-22

WHEREAS, the Board of Directors of Tumwater School District No. 33 would like to recognize the accomplishments of the 2022 Tumwater High School Thunderbirds Baseball Team;

WHEREAS, on May 28, 2022 at 4 PM the Tumwater High School Thunderbirds Baseball team played against the Columbia River Rapids for the State Championship at County Stadium in Yakima, WA;

WHEREAS, this is the team's 1<sup>st</sup> State Championship;

WHEREAS, the ending score crowned Tumwater on top with a final of Tumwater 1 – Columbia River 0;

WHEREAS, the team focused on team work, encouraged each other and always found a way. They learned how to play together, in unison as the season progressed;

WHEREAS, the coaches guided the team to prepare for the little things, encouraged them to learn from mistakes, move on and focus on the moment. They stayed positive while still holding every one accountable;

WHEREAS, the team's parents, fans, and community support is second to none. Parents were consistently present, trusted the process and enjoyed the ride. After the Fastpitch-Softball win, the whole team and coaches traveled to Yakima to show their support for their classmates at the Baseball championship game;

NOW, THEREFORE, BE IT RESOLVED that the School Board of Directors of Tumwater School District congratulate the Tumwater T-Bird Baseball Team for winning the State Championship this year and for bringing home the championship trophy to your school for the 1<sup>st</sup> time!

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to Tumwater High School.

DATED this 16th day of June 2022.

BOARD OF DIRECTORS  
TUMWATER SCHOOL DISTRICT NO. 33

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary/Superintendent

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

BOARD OF DIRECTORS  
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(360) 709-7040

### RESOLUTION 13-21-22

WHEREAS, the Board of Directors of Tumwater School District No. 33 would like to recognize the accomplishments of the 2022 Tumwater High School Thunderbirds Girls Track Team;

WHEREAS, from May 26-28, 2022 the Tumwater High School Thunderbirds Girls Track team competed for the State Championship at Mt. Tahoma High School in Tacoma, WA;

WHEREAS, this is the team's 1<sup>st</sup> State Championship;

WHEREAS, the ending score crowned Tumwater on top with a final of 75 points;

WHEREAS, this young team of Freshman and Sophomores were led by two Senior leaders who showed the way by example of how to work hard and compete. A combination of hard work, leadership, enthusiasm, heart, dedication and unwillingness to settle for anything less than the best, is what carried this team to its State Championship;

WHEREAS, the coaches were a cohesive unit who are compassionate and hard working. They spent countless hours planning workouts and scouring results to find the best fit for each athlete as to which event they would have the opportunity for the most growth and success in;

WHEREAS, the team's parents were consistently present and always willing to help. THS administration also spent hours helping plan, prepare and run track meets, schedule buses and ordered equipment;

NOW, THEREFORE, BE IT RESOLVED that the School Board of Directors of Tumwater School District congratulate the Tumwater T-Bird Girls Track Team for winning the State Championship this year and for bringing home the championship trophy to your school for the 1<sup>st</sup> time!

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to Tumwater High School.

DATED this 16th day of June 2022.

BOARD OF DIRECTORS  
TUMWATER SCHOOL DISTRICT NO. 33

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary/Superintendent

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

BOARD OF DIRECTORS  
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Superintendent

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(360) 709-7040

## MEMORANDUM

DATE: June 9, 2022

TO: Tumwater School District  
Board of Directors

FROM: Beth Scouller, Executive Director of Human Resources  
Bob Gibson, Supervisor of Food Services

RE: Tumwater School District Meal Prices

The District recommends approval of a \$0.25 price increase to all breakfast and lunch meals served, effective September 01, 2022.

Tumwater School District Food Service Department recently conducted a survey of meal prices for our neighboring school districts, North Thurston, Olympia and Yelm. With an increase in meal prices of \$0.25 Tumwater will remain similar to school district meal costs in our region. Below is relevant information for your review while considering this request.

Meal	NTPS	OSD	YCS	TSD Current	TSD Recommend
Breakfast K-5	\$2.25	\$2.00	\$1.75	\$1.85	\$2.10
Breakfast 5-8	\$2.50	\$2.00	\$1.75	\$1.85	\$2.10
Breakfast 9-12	\$2.50	\$2.00	\$1.75	\$1.85	\$2.10
Lunch K-5	\$3.25	\$3.00	\$3.00	\$2.90	\$3.15
Lunch 5-8	\$3.25	\$3.25	\$3.50	\$3.20	\$3.45
Lunch 9-12	\$3.50	\$3.25	\$3.50	\$3.20	\$3.45

The most recent Tumwater School District meal price adjustment was effective September 1, 2019. Maintaining our prices at the 2019-20 rate will have significant negative impact on Food Services as the costs of products, supplies and staffing have considerably increased.

Thank you for your consideration of this recommendation. If you have any questions regarding this fee proposal, please do not hesitate to contact either of us at [Bob.Gibson@tumwater.k12.wa.us](mailto:Bob.Gibson@tumwater.k12.wa.us) or [Beth.Scouller@tumwater.k12.wa.us](mailto:Beth.Scouller@tumwater.k12.wa.us).

BOARD OF DIRECTORS  
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# Interdistrict Cooperative Agreement

2022 - 2032

Revised: March 18, 2022

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# **INTERDISTRICT COOPERATIVE AGREEMENT**

## **NEW MARKET SKILLS CENTER**

THIS AGREEMENT is made and entered into this 13<sup>th</sup> day of May, 2022 by and between the **Tumwater School District No. 33** (hereinafter referred to as the host district) and other member districts (herein after referred to as “participating districts” for operation of the New Market Skills Center core campus. The host district and the participating districts together will be referred to as “consortium districts” as listed below:

Adna School District No. 226  
Centralia School District No. 401  
North Thurston Public Schools No. 3  
Oakville School District No. 400  
Olympia School District No. 111  
Rainier School District No. 307  
Rochester School District No. 401  
Shelton School District No. 309  
Tenino School District No. 402  
Tumwater School District No. 33  
Yelm Community Schools No. 2

### **I. Purpose of the Agreement**

As defined by the Office of Superintendent of Public Instruction (hereinafter referred to as OSPI) in WAC 392-600, (Washington State Skills Center Rules), this agreement establishes terms and conditions necessary for inter-district cooperative financing, operation and administration of New Market Skills Center (herein after referred to as “Skills Center”).

### **II. Needs and Purpose of Operation**

The Skills Center, as defined in WAC-392-600-010(1), is a regional career and technical education partnership. It is established to provide access to comprehensive, industry-defined career and technical programs of study that prepare students in the region for careers, employment, apprenticeships and postsecondary education. The Skills Center is operated by a host district and governed by an administrative council in accordance with an interdistrict cooperative agreement.

### **III. Designation of Host/Administrative/Fiscal District**

- A. The Tumwater School District No. 33 (hereinafter referred to as “Host District”) will serve as the Host District for the Skills Center core campus.
- B. The Host District will provide the site and facility for the Skills Center core campus, and will serve as the fiscal agent for all revenues and expenditures which are not borne directly by the participating districts of the cooperative.

#### **IV. Location of Core Campus**

The Skills Center core campus is located at 7299 New Market Street SW, Tumwater, Washington and may include delivery of programming at other sites as agreed to by the Administrative Council.

#### **V. Administrative Structure**

- A. Administrative oversight for the Skills Center shall be provided by the Administrative Council which will consist of the Superintendent or his/her designee from each consortium district. Representatives on the Administrative Council shall have an equal vote.
- B. The Administrative Council shall consummate a cooperative management agreement with the Tumwater School District to serve as the Host District for the day to day operation of the Skills Center. Such agreement shall formulate the regulations and provisions whereby the Host District will manage the Skills Center under direction of the administrative council and policies formulated by the Tumwater School District.
- C. The Administrative Council shall have the following duties and responsibilities as stipulated in WAC 392-600-030 and terms of this agreement reached pursuant to paragraph V.B. above:
  1. Insure that the cooperative is operating in a manner consistent with this Agreement;
  2. Establish policies and procedures relating to the operations of the Skills Center;
  3. Ensure that equipment replacement, facilities maintenance, and ongoing operation of the Skills Center, including branch campus/satellite programs, meets current industry and educational standards;
  4. Offer programs that are approved by OSPI for career and technical education enhancement as defined in WAC 392-121-138 or provide basic support to students enrolled in Skills Center programs. Programs approved by OSPI shall provide a minimum of 540 hours of instruction per year.
  5. Offer Skills Center programs less than the equivalent of three consecutive fifty-minute programs if offered as an extension of the student's one whole FTE-funded school year.
  6. Submit an application to OSPI, Career and Technical Education, requesting approval to operate a satellite program eligible for skills center funding.
  7. Serve a majority of student enrollment at the Skills Center core campus.
  8. Receive and act on recommendations from an applicant district, the participating districts, the Host District and such Skills Center advisory committees as might subsequently be established.
  9. Determine organization and staffing levels of the Skills Center.
  10. Select and direct the Skills Center Director.
  11. Review and approve the course offerings.
  12. Determine the slot assignments for consortium and non-consortium districts.

13. Require from the Director a preliminary budget covering the proposed operation and financing and, when approved by the Council, transmit the program budget to the Host District.
14. Provide the Superintendent of the Host District with guidance for management decisions and for issues, which must be presented to the Host District Board of Directors. The Host District Board of Directors has the final authority on all matters concerning the Skills Center.
15. Ensure the Skills Center is administered by a certificated career and technical education director who shall be responsible for carrying out the administrative functions in accordance with the policies, rules and regulations adopted by the Administrative Council.

The director shall be an employee of the Host District.

E. The Host District shall have the following responsibilities:

1. Employ Skills Center staff.
2. Act as fiscal agent for the Skills Center and maintain separate accounts and fund balances for each fund.
3. Review and adopt the Skills Center budget as a part of the Host District budget.
4. Provides such services as may be mutually agreed upon by the Host District and the Skills Center.

## VI. Enrollment

- A. The Administrative Council will allocate budgeted enrollment slots among consortium districts based upon the lesser of each district's 3-year average annual FTE enrolled in the skills center compared to each district's current year January skills center AAFTE, then adding a proportionate share of the additional non-consortium FTE that is over the current year's January enrolled non-consortium FTE. For districts new to the consortium, the host district will recommend an enrollment slot allocation during the budget development process or at the time of membership subject to Administrative Council approval. The most recent completed school year AAFTE and estimated enrollment for the next school year for both consortium and non-consortium districts will be set forth as in table one.
- B. The Administrative Council will allocate slots for non-consortium districts and determine the non-consortium district capital fee per FTE during the budget development process beginning in February. Non-consortium district shall also be required to provide transportation, special education and other non-core student services for students from their districts to the skills center as required under WAC 392-600-020(10) and section XIII of this agreement. The skills center director and Administrative Council Chair will contact non-consortium districts sending students to the skills center to encourage consortium membership during the annual budget development process.
- C. Unused budgeted enrollment slots by a member district may be used by another member district and/or students from non-member districts with approval of the Administrative Council.

- D. Non-public school students must enroll in their district of residence or complete an inter-district transfer and enroll in the host district to be considered for enrollment at the skills center.
- E. In the event enrollment demand exceeds budgeted slots, two waiting lists will be maintained; one for students from consortium districts and one for students from non-consortium districts. In the event the Administrative Council approves program enrollment/expansion beyond the original budget, students from the consortium district waiting list will be placed in program slots before students on the non-consortium waiting list are considered. This process will be followed for each program within the skills center offerings.
- F. Summer Program Enrollment: The enrollment provisions above do not apply to the summer skills center programs.

Table 1  
 THE LESSER OF THE PRIOR THREE YEAR  
 ANNUAL AVERAGE FTE ASSIGNED SLOTS  
 OR  
 THE DISTRICT DESIGNATED ENROLLMENT COMMITMENT  
 OF SKILLS CENTER ENROLLMENT SLOTS  
 (Based on the AAFTE January Enrollment of the fiscal year  
 The budget is being prepared in)

District	Lesser of 3-YR AVG/ Jan. 21-22 AAFTE	Non- Consortium AAFTE Split	Hold Harmless AAFTE*	Initial Designated Slots	Additional Elected Slots**	Total Designated Slots***
Adna	2.56	0.67	.88	4.11		4.11
Centralia	14.36	3.77	4.94	23.07		23.07
North Thurston	47.05	12.35	16.19	75.59		75.59
Oakville	1.62	0.43	.56	2.60		2.60
Olympia	53.98	14.17	18.57	86.72		86.72
Rainier	0.00	0.00	.00	0.00		0.00
Rochester	12.26	3.22	4.22	19.70		19.70
Shelton	15.61	4.10	5.37	25.08		25.08
Tenino	4.76	1.25	1.64	7.65		7.65
Tumwater	47.01	12.34	16.18	75.52		75.52
Yelm	6.20	1.63	2.13	9.96		9.96
Non-Consortium	53.91	N/A	N/A	N/A	N/A	N/A
Totals	259.32	53.24	70.68	330.00	.00	330.00

\* Hold harmless FTE reflects district's percentage of budgeted increase (330) over total of column G (259.32)

\*\*Any district may choose to add additional slots to its initial designated slots in a given year

\*\*\*Total slots (Budgeted FTE) for 2022-2023 SY projected at 330.00 based on added programs

## VII. Operational Revenue and Costs

- A. The cost of operating the Skills Center shall be met in the following manner:
1. State apportionment funds for secondary vocational students enrolled in Skills Center programs.
  2. Any federal, state, local or private allotments or grants received expressly for the Skills Center.
  3. The host district will inform the Administrative Council as soon as reasonably possible of any actual or anticipated operational costs beyond the approved budget amount. These matters are to be included for discussion/consideration at the earliest possible Administrative Council meeting during the fiscal year and/or a special Council meeting as determined jointly by the host district superintendent and the ad council chair. Any additional operational costs approved by Administrative Council shall be prorated among the Consortium Districts according to their percentage of the total budgeted skills center FTE approved by the Administrative Council for the year in which such costs are incurred. These excess costs will be applied to consortium districts only.
  4. In the event that in relation to the approved budget, an FTE shortfall is projected to reduce the general fund below 12% of the current annual budget at or before fiscal year end, the host district shall prepare and present to the Administrative Council a projected budget shortfall analysis inclusive of all projected revenue including summer enrollment and expenditures. This shall occur no later than December in any year the September-November skills center enrollment indicates the potential for such a shortfall. In this case, each consortium district shall be responsible for the difference between its enrolled FTE for the school year and its designated FTE allocation in the approved budget. The Administrative Council will determine specific timelines for final FTE shortfall determinations and corresponding shortfall payments to the host district by the end of the fiscal year.
  5. Any revenue or expenditure condition or projection exceeding the approved budget which is not addressed in the foregoing provisions shall be presented to the Administrative Council and resolved by majority decision. B.

### Definition of Terms:

1. Cost of Operation: Cost of operation is defined to mean the total cost of operating the Skills Center program but specifically excludes capital investments and major items of equipment.
2. State Apportionment Funds; State apportionment funds are those funds paid by the state in support of approved program offerings of the Skills Center. Beginning with the 2007-2008 school year, students enrolled in both a high school and the Skills Center may be claimed for up to a total 1.6 FTE based on their enrolled hours. Both the Skills Center and the student's resident district are limited to claiming a maximum of 1.0 FTE. Student FTE enrollment shall be reported pursuant to rules and instruction of the Office of Superintendent of Public Instruction. A student enrolled in a state-approved three-period Skills Center career and technical course will be counted for apportionment purposes at a maximum of 0.6 FTE. The resident district may count the student for a maximum of 1.0 FTE for the time he/she spends at the

home high school. When the Skills Center also serves a student in academic courses not qualifying for career and technical education funding, the Skill Center shall ensure that the student's combined FTE reported for state funding does not exceed 1.6 FTE. (Summer Funding? Include details?)

3. Enrollment Slot: An enrollment slot is a measure of participation in the skills center program and consists of three (3) consecutive hours of funded enrollment for 180 days (540 hours per year).

#### C. Procedures

1. An annual program budget shall be developed by the Skills Center Director and submitted to the Administrative Council for approval. The budget development process shall include a consultation with the Administrative Council in a meeting each February; A draft budget presentation to the Administrative Council in March; and, A presentation of a final recommended budget to the Administrative Council for action in April each year. This timeline may be adjusted when deemed necessary by the administrative council. When approved, the budget shall be transmitted to the Board of Directors of the Host District for action. A program budget account and format shall be maintained for auditing, accounting and reporting purposes.
2. Students are required to be enrolled for a minimum of three (3) consecutive fifty (50) minute periods.
3. Enrollment of students in the Skills Center programs shall be on a first-come, space available basis provided that priority placement will be given to students from consortium districts. Each year, enrollment for non-consortium students may begin on or after May 1<sup>st</sup>, on a date determined by the director for that year.
4. If there are remaining enrollment opportunities, they may be used by non-participating districts or by non-public schools with approval of the Administrative Council.
5. The Host District shall claim any other federal, state, local or private grants or allotments available to the Skills Center, including any applicable non-consortium district fees.
6. The Host District shall control, monitor, and audit all financial transactions at the Skills Center by following procedures of the State Accounting Manual and report monthly to the Administrative Council on the financial status of the Skills Center. The Host District shall identify any additional costs and present the matter to the Administrative Council prior to or during preparation of the annual budget outlined in Section VII.(C)(1)..
7. The receipt of any other funds specifically earmarked for the Skills Center from source(s) other than those from consortium districts or non-consortium district fees shall be deposited in a separate, discrete account in accordance with Section VII.6.b. above for the purpose of making disbursements for expenditures specific to the allocation.

## VIII. Financial Terms

- A. Capital Investment: It is hereby mutually agreed that the Consortium Districts will provide the necessary building facilities and necessary operating equipment in accordance with the following:
1. The Administrative Council shall request major capital project funding within the ten-year budget planning cycle for Skills Center core campus facilities through the Host District and in compliance with RCW 28A.245.030(3) (Revised guidelines for Skills Center). The capital plan shall be submitted to OSPI, School Facilities and Organization, by December 1st of each odd-numbered year.
  2. The capital budget plan will identify a ten percent minimum local project contribution as provided in RCW 28A.245.030(3). The amount of local contribution, as specified in WAC 392-600-040(1)(c), will be determined based on the total expected value of the project cost to include all phases of construction as proposed in the ten year plan, unless there is compelling rationale not to do so, including but not limited to local economic conditions as determined by OSPI. The local contribution must receive prior approval from OSPI School Facilities and Organization and may include the following:
    - a. Local project funding from cooperating districts;
    - b. Fair market value of land as determined by a state certified general appraiser;
    - c. In-kind labor for capital planning, design, construction or capital project management; and
    - d. Other capital services provided by the cooperating districts.
  3. The local capital project funding contribution will be prorated among the Consortium Districts according to their annually determined percentage of student slots in the Skills Center.
  4. All capital plan submissions shall conform to the Office of Financial Management's (OFM) capital budget guidelines. Activities surrounding program development and operational oversights are not allowable capital expenditures.
  5. As a condition to receiving an allocation from either the state capital budget for necessary modifications to the Skills Center, the Administrative Council shall establish:
    - a. A separate capital account for the purpose of tracking expenditures on an annual basis for all capital projects; and;
    - b. A separate account, when required, in accordance with generally accepted accounting principles (GAAP), to track revenues and expenditures for any future discrete purpose.

The formula for establishing building replacement value is contained in WAC 180-33-013.

- B. Capital Maintenance: The Tumwater School District will operate and maintain the core Skills Center facility as state funds are available. It is hereby mutually agreed

that the Consortium Districts will, as per WAC 392-600-030(7), contribute to a "Capital Projects Maintenance Fund" established by the Host District for major maintenance and remodeling of core campus facilities up to a maximum of 40% of the value of the facilities.

The initial and/or annual amount to be contributed to the capital projects maintenance fund shall be determined by the Administrative Council, annually to be no less than \$50,000, payable by percentage shares determined by the most recent FTE allocations in the approved program budget. These payments are for Capital Maintenance only. If there is a capital need for new programs or program enhancement the funding source will be determined by the Administrative Council.

- C. Minor works. The Skills Center Administrative Council may request state funding for core, branch or satellite facility minor works projects through the biennial capital budget. Project requests shall be received by OSPI, school facilities and organization, by May 1st of each even-numbered year.

#### **IX. Dissolution Provisions (In accordance with WAC 392-600-120)**

- A. If the Administrative Council seeks to dissolve the operation of the Skills Center, it shall request prior approval from the Office of Superintendent of Public Instruction before dissolution and shall conform to the following:
  - 1. The Administrative Council, having received state funding for construction or modernization of core campus facilities, shall not initiate procedures for the dissolution of the operation of the Skills Center prior to the end of the useful life of the facilities or thirty years after the state funded facility's construction completion date, whichever is less.
  - 2. Skills Center facilities which were constructed, or received major modernization, with state funding shall revert to the Host District (the school district in which the Skills Center is physically located) and shall be counted as instructional space in the district's inventory.
  - 3. Request for dissolution outside the terms of the inter-district cooperative agreement may be approved when, in the judgment of the Office of Superintendent of Public Instruction, there is substantiation of sufficient cause.

#### **X. Duration of Agreement**

- A. The duration of this agreement shall be for 10 years commencing September 1, 2022.
- B. This agreement shall initiate immediately upon execution and shall be renewed annually and automatically each fiscal year through August 31, 2032, subject to the provisions for withdrawal contained herein, or outlined for dissolution in WAC 392-600-120. At that time, it is assumed the contract will be reviewed and renewed by the parties.
- C. Renewal of amendments to this agreement shall be submitted for approval to OSPI.

#### **XI. Ownership of Capital Equipment and Facilities**



- A. All capital equipment, facilities, and furnishings utilized by the Skills Center for instructional purposes funded from any source, including capital improvements and equipment proportionately paid for according to district share by the participation districts, will be considered property of the Host District.
- B. It is further agreed that a participating district may loan or lease equipment to the Skills Center upon such terms and conditions as may mutually agreeable. The lending district will retain ownership of this equipment.

## **XII. Distribution of Assets and Liabilities or Payments**

- A. If a participating district withdraws from the Skills Center, no payment, reimbursement, or distribution of assets will be made to the withdrawing district for:
  - 1. Prorated capital project funding contributions;
  - 2. Prorated contributions to the Capital Projects Maintenance Fund;
  - 3. Prorated additional operational costs beyond the approved budget incurred during the fiscal year in which the request for withdrawal is made.
- B. If a participating district withdraws from the Skills Center, the withdrawing district will be responsible for payment of all prorated liabilities in excess of revenue incurred by the Skills Center during the fiscal year in which the request for withdrawal is made.

## **XIII. Relationship and Governance Structure of Branch Campuses**

- A. Branch Campus Relationship
  - 1. Two or more school districts, as stipulated in WAC 392-600-080, through a joint resolution designating a lead district may submit a request to the Skills Center (core campus) Administrative Council to request funding from OSPI to conduct a feasibility study for a Skills Center branch campus.
  - 2. The Skills Center (core campus), Host District and Administrative Council shall be the co-applicant for the feasibility study.
  - 3. Upon completion and approval of the branch campus feasibility study by OSPI, the superintendent or designee from the branch campus host district shall become a member of the Skills Center (core campus) Administrative Council.
  - 4. The Skills Center and Host District (core campus) will sponsor the branch campus and act in an advisory capacity.
- B. Branch Campus Governance
  - 1. An inter-district agreement, approved by OSPI as described in WAC 392-600-020, will be in place between the Host District (Tumwater School District), and the host district of the branch campus. This agreement will stipulate that the branch campus host district will:
    - a. Provide fiscal and operational management including collection of student apportionment.
    - b. Provide all necessary administrative, instructional and support staff;
    - c. Provide a minimum of three (3) instructional programs that are:
      - (1) Reviewed and approved by the Host District (Tumwater) and (New Market) Administrative Council prior to submission to OSPI.

- (2) Approved by OSPI for career and technical education enhancement as stipulated in WAC 392-121-138 for skills center programs;
  - (3) Provide a minimum of 540 hours of instruction per year.
2. A branch campus may not establish a branch campus or a satellite program.

#### C. Branch Campus Transition

1. A Skills Center branch campus may submit a request to OSPI, Career and Technical Education, to be considered as a skills center core campus if it meets the following standards:
  - a. Develops interdistrict agreements that meet the standards in WAC 392-600-020;
  - b. Meets or has a plan to meet the enrollment requirements (150 FTE) in WAC 392-600-050;
  - c. Provides a minimum of three approved instructional programs;
  - d. Receives a written release from the (core campus) Host District and Administrative Council.

#### XIV. Responsibilities for Services

Responsibility for services, as specified in WAC 392-600-020(10) to be provided by participating districts directly to the Skills Center shall include, but are not limited to:

- A. Transportation costs to and from the Skills Center for transporting students in district buses shall be borne by the district of student residence.
- B. Special education costs and services related to a student's enrollment in, and transportation to, the Skills Center are the responsibility of the student's resident school district.
- C. Nurse staffing costs to meet on site nurse staffing requirements.
- D. Other noncore Skills Center needs of the student including ELL support and 504 accommodations will be the responsibility of the student's resident school district.

#### XV. Skills Center Programs

##### A. Core Campus Programs

1. The programs or course offerings of the Skills Center will be determined by the Administrative Council.
2. The Skills Center shall offer programs that are approved by OSPI for career and technical education enhancement (WAC 392-121-138) and provide basic support to students enrolled in skills center programs. Programs approved by the Office of Superintendent of Public Instruction for vocational (CTE) enhancement shall be a minimum of 540 hours per year. Programs eligible for consideration and approval by OSPI shall be:
  - a. Voluntary student enrollment
  - b. Tuition-free
  - c. Necessary for the express purpose of:

- (1) Providing educational programs not otherwise available;
  - (2) Avoiding unnecessary duplications of specialized or unusually expensive programs and facilities.
3. The Skills Center may also provide academic courses not qualified as career and technical education courses for students eighteen to twenty years of age and also enrolled in a career and technical program when those academic needs are best served at the Skills Center.
4. The Skills Center may admit and enroll as interdistrict transfer students those students who have been released by their resident district for the purpose of enrolling in the Skills Center's high school completion program, which shall be known as New Market High School. Such enrollment requires the prior approval of the Host District through the districts interdistrict transfer procedures. Students may be denied if they would cause a financial hardship to the Skills Center or the Host District.
5. Students denied as interdistrict transfer students pursuant to subsection XV.A.4. will be considered for enrollment in the New Market High School only if the resident school district enters into a separate interdistrict cooperative agreement to pay unfunded costs.
6. Students enrolling as interdistrict transfer students in New Market High School shall follow and comply with both the Skills Center and Host District procedures for interdistrict transfers.
7. Services:
  - a. The Skills Center, in cooperation with the administration and counseling staffs in the participating high schools, shall make provision for the availability of ancillary services and shall facilitate contact to obtain employment, placement, and follow-up records on all Skills Center students.
  - b. The Skills Center shall provide special education services and other supplemental services to students admitted as interdistrict transfers provided those services are not deemed to cause a financial hardship to the Host District and/or the Skills Center.
8. Eligibility
  - a. No more than seventy percent (70%) of full-time equivalent students served by the Skills Center consortium may be resident students of the Host District. (WAC 392-600-050(2));
  - b. Any student enrolled in a high school of any district, party hereto, is eligible to attend the Skills Center career and technical education programs subject to the following:
    - (1) General admission requirements as established by the Administrative Council;
    - (2) Requirements set by the Board of Directors of the district of student residence;

- (3) Availability of space according to the FTE allotted the district of residence of the student in the annual budget.
- (4) Admission of a student as an interdistrict transfer student in the New Market High School shall be subject to the interdistrict transfer requirements and standards of the Host District. If the Host District denies the interdistrict transfer the resident district retains full responsibility for the student's education. If the transfer is denied because the student would cause a financial hardship for the Skills Center or the Host District, the student will be enrolled only through an interdistrict cooperative agreement with the student's resident district providing for payment of unfunded costs of service. Each case may be evaluated by the Host District, the Skills Center, and the sending school to determine most appropriate placement.

#### 9. Retention

- a. Retention of students in the Skills Center shall be governed by policies established by the Administrative Council and by policies of the district of residence of the student.
- b. Retention of interdistrict transfer students in the New Market High School shall be jointly governed by the policies of the Administrative Council and the Host District.

#### B. Satellite Programs

1. The Skills Center, as stipulated in WAC 392-600-110, may request approval through OSPI, for operation of satellite programs. If a satellite program is located at a comprehensive high school, written approval from the district career and technical education director and superintendent is required.
2. The Skills Center will submit program approvals to OSPI, Career and Technical Education, to operate satellite programs.
3. The Skills Center will report the monthly satellite program enrollment directly to OSPI, apportionment financial services. State apportionment funding will be paid only through the Host District.
4. Interlocal agreements for operation of satellite programs will be developed as necessary with:
  - a. School districts;
  - b. Private businesses or other entities.

### **XVI. Resolution of Conflict**

- A. Mediation: A majority vote of the Administrative Council shall govern in all matters. In the event a majority vote cannot be reached by the Council on an issue requiring resolution, the matter shall be referred to a mutually acceptable third-party mediator for final resolution.
- B. Due Process: Due process procedures shall be established by the Administrative Council.

## **XVII. Withdrawal**

- A. It is hereby agreed that any party (participating district) to this Agreement may withdraw at any time provided it shall be done in an orderly basis and pursuant to the following:
  - 1. In the event that a district desires to withdraw from the Skills Center program, such district desiring withdrawal shall give notice in writing to all districts no later than October 1 of the fiscal year preceding withdrawal, said withdrawal to be effective on September 1 of the next succeeding fiscal year.
  - 2. The other Skills Center participating districts and OSPI must approve the application for withdrawal.
- B. Land, capital improvements and equipment purchased for the Skills Center shall be the property of and remain with the Host District.

## **XVIII. Admission of New Districts**

Whenever a new district wishes to become a member in the Skills Center or to buy slots by way of payment of a share of the capital investment, it shall submit to the Administrative Council a formal proposal based on approved guidelines and procedures established by the Administrative Council.

## **XIX. Gifts**

The Skills Center program may receive gifts, cash, equipment or services from any source whatsoever, contingent to acceptance by the Administrative Council.

## **XX. Amendments**

This Agreement may be amended by agreement of all districts party hereto.

## **XXI. Joint Resolutions**

Resolutions by the applicant district and the participating districts have been duly consummated, and by this reference and attachment are made a part of this Agreement.

**ADNA SCHOOL DISTRICT NO. 226**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**CENTRALIA SCHOOL DISTRICT NO. 401**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**NORTH THURSTON PUBLIC SCHOOLS NO. 3**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**OAKVILLE SCHOOL DISTRICT NO. 400**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**OLYMPIA SCHOOL DISTRICT NO. 111**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**RAINIER SCHOOL DISTRICT NO.307**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**ROCHESTER SCHOOL DISTRICT NO. 401**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**SHELTON SCHOOL DISTRICT NO. 309**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**TENINO SCHOOL DISTRICT NO. 402**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**TUMWATER SCHOOL DISTRICT NO. 33**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date

**YELM COMMUNITY SCHOOLS NO. 2**

\_\_\_\_\_  
Board President                      Secretary to the Board                      Date



Dr. Sean Dotson  
Superintendent

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Payroll/Benefits:  
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Student Learning:  
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Special Services:  
(360) 709-7040

## MEMORANDUM

DATE: June 8, 2022

TO: Tumwater School District  
Board of Directors

FROM: Beth Scouller, Executive Director of Human Resources

RE: TAP/TSD Negotiated Contract

The District recommends Board approval of a one year (2021-22) negotiated agreement between Tumwater Association of Paraprofessionals (TAP) and Tumwater School District (TSD). TAP ratified this tentative agreement on May 25, 2022 with 88% member approval. 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 TAP salary schedule,
- Updated language regarding vacant position posting procedures to reflect current practice,
- Written notice of lay-off of no less than 20 calendar days for employees,
- Paraprofessional inclusion in discussions and decisions regarding student behavior response and planning,
- Appropriate and applicable training on workplace safety, technology, curriculum and student discipline; and,
- Individual Education Plan (IEP) access for paraprofessional assigned to provide instruction to students receiving specialized services.

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

BOARD OF DIRECTORS  
MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

*"Continuous Student Learning in a Caring, Engaging Environment"*