



Dr. Sean Dotson
Superintendent

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

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

**School Director's Agenda
Special Meeting**

Thursday, April 28, 2022

Start Time: 5:00pm

Location: District Office & Zoom

621 Linwood Ave. SW Tumwater, WA 98512

To Join Via Zoom:

<https://us02web.zoom.us/j/84073109430>

To Join Via Phone:

1-253-215-8782 or 1-346-248-7799

- 5:00pm Call Meeting To Order (Casey Taylor)**
- Recognition/Flag Salute
- 5:01pm Special Meeting**
- Tumwater Virtual Academy & Cascadia High School SIP Discussion
- 5:45pm Break**
- 6:00pm Special Meeting Continued**
- 6:01pm 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)
- 6:31pm Action Items**
- Recommended Approval - Plan for Reduction or Reorganization of Administration for 2022-2023
 - Recommended Approval - Resolution 07-21-22, Certificated Staffing Reduction 2022-23 School Year
- 7:30pm Recess Special Meeting**
- Executive Session to discuss Personnel Performance, Evaluation, or Qualifications for Employment per RCW 42.30.110(1)(g)
- 8:00pm Adjourn Special Meeting**

NEXT BOARD MEETING: May 12, 2022 at 6:00pm (sign-in info available by 5/6/22)

Please Note: School Board Work Sessions or Special Meetings do not require that there be an opportunity for Public Comment.

The next opportunity for Public Comment at a Regular Board Meeting will be on May 12, 2022.

If you are interested in signing up to address the Board at that meeting, you may submit a request, including your name and topic, between 8:00am and 6:00pm on the day of the meeting.

Details available on the district website.

The Board may also schedule additional special or emergency meetings consistent with RCW 28A.343.

BOARD OF DIRECTORS

MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

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Plan for Reduction or Reorganization of Administration

This plan is submitted to the board due to the need to reduce the Tumwater School District budget to match available revenue. When reductions are necessary, it is always important to first look at administrative costs. During previous reductions, we have started with administrative reductions. As a result, opportunities to further reduce administrative costs without also substantially harming our ability to comply with laws and requirements, to lead the work necessary to obtain grants and funding sources that support programs, to provide administrative support necessary for program operation, and our ability to limit district liability. While each reduction is difficult, the reorganized program below is recommended to reduce administrative costs while maintaining essential services.

Preparation of this plan has included a review of administrative structures in similar size districts to determine distribution of workload. In reviewing building administrative support, a review of comparative workload, as well as a review of needs based upon equity-related metrics was conducted.

Remaining Administrative Positions

Superintendent's Office

Position	2021-22 FTE	2022-23 FTE	Difference
Superintendent	1.0	1.0	0.0
Communications Director	1.0	1.0	0.0

Student Learning

Position	2021-22 FTE	2022-23 FTE	Difference
Asst Superintendent	1.0	1.0	0.0
Curriculum Supervisor	1.0	1.0	0.0
Secondary Coordinator/ MTSS	0.5	1.0	+0.5
Elementary Coordinator	0.5	1.0	+0.5

Special Services

Position	2021-22 FTE	2022-23 FTE	Difference
Special Services Director	1.0	1.0	0.0
S.S. Asst Director	1.0	0.0	-1.0
Data & Assessment Coord.	1.0	0.0	-1.0

Business Office

Position	2021-22 FTE	2022-23 FTE	Difference
Finance Director	1.0	1.0	0.0

Human Resources

Position	2021-22 FTE	2022-23 FTE	Difference
HR Director	1.0	1.0	0.0

Facilities

Position	2021-22 FTE	2022-23 FTE	Difference
Facilities Director	1.0	1.0	0.0

Instructional Technology

Position	2021-22 FTE	2022-23 FTE	Difference
IT Director	1.0	1.0	0.0

Support Services

Position	2021-22 FTE	2022-23 FTE	Difference
Transportation Supervisor	1.0	1.0	0.0
Asst Transportation Sup	1.0	0.0	-1.0
Food Service Supervisor	1.0	1.0	0.0
Building & Grounds Sup	1.0	1.0	0.0
Asst B&G Supervisor	1.0	1.0	0.0

School Principals

School	Principal	Assistant Principal
Elementary Principal/AP	6.0	3.5
George Bush Middle School	1.0	1.0
Tumwater Middle School	1.0	1.0
Black Hills High School	1.0	1.5
Tumwater High School	1.0	2.0
Cascadia High School/TVA	1.0	0.0
Total 2021-2022 FTE:	11.0	8.5 + (0.5 LOA) = 9.0
Total 2022-2023 FTE:	11.0	9.0
Difference	0.0	0.0

Total Reduction: -2.0 FTE



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**CERTIFIED STAFFING REDUCTION 2022-23 SCHOOL YEAR
RESOLUTION NO. 07-21-22**

WHEREAS, the Board of Directors has reviewed the recommendation of the Superintendent concerning the possible necessity for a staff reduction for the 2022-23 fiscal year, which takes into consideration (1) the needs of students based on historical enrollment in various subjects, accreditation requirements, and minimum program requirements for continued state funding; (2) the funds available to implement the District's educational program and services; (3) the curriculum offerings needed in light of these factors, and the number of positions required to operate a revised education program offerings; and

WHEREAS, at the present time the level of funding the District will receive from certain federal, state, and local funding sources is uncertain and the Board anticipates receiving insufficient state funding and fiscal resources to maintain current staffing levels; and

WHEREAS, even if additional funding in excess of current projections becomes available, the Board of Directors desires to exercise its discretion to allocate funds in the best interest of the District and its educational program; and

WHEREAS, the Board of Directors has concluded that for 2022-23 the needs of students, the available funds, and the curriculum offerings may require a reduction in staff classified and/or certificated; and

WHEREAS, Washington State law requires that any certificated employee who is subject to nonrenewal of contract as a result of a reduction in the program be given notice of such action on or before May 15th; and

WHEREAS, the Collective Bargaining Agreement with the Tumwater Education Association requires that prior to a reduction in force, the number of certificated positions available to operate the instructional program be determined by the board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Tumwater School District No. 33 as follows:

1. The Superintendent is hereby directed to reduce the workforce and other expenditures in a manner sufficiently to accomplish an overall reduction in budgeted expenditures of approximately \$4 million, with approximately \$2.4 million of this reduction to be made in certificated staffing.

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2. Under this Reduced Educational Program, the number of certificated positions available to operate the instructional program for the 2022-23 school year is expected to be 397.4. This is expected to require a reduction of approximately 22 FTE. The Superintendent is directed to apply these reductions across programs based on enrollment and other appropriate factors, and to take such action as may be required by law to give appropriate notices of nonrenewal to certificated employees to implement the reduction and/or reorganization of the educational program and to lay off, reduce, reassign, and transfer retained certificated staff members as required to implement this reduced program for the 2022-23 school year.
3. The superintendent is authorized to make such other plans to implement the reduced educational program as are necessary to comply with the legal and contractual obligations of the district;
4. The superintendent is directed to prepare a recommended budget which reduces expenditures recognizing the level of reasonably anticipated revenues for Board adoption by its August 2022 regularly scheduled Board meeting.

ADOPTED by the Board of Directors of Tumwater School District No. 33 at an open public meeting held on April 28, 2022, notice of which was given as required by law, the following directors being present and voting therefore.

BOARD OF DIRECTORS
TUMWATER SCHOOL DISTRICT NO. 33

Board President

Board Secretary/Superintendent

Board Member

Board Member

Board Member

Board Member