



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 Regular Meeting

Thursday, January 13, 2022

Start Time: 6:00pm

Location: District Office & Zoom
621 Linwood Ave. SW Tumwater, WA 98512

To Provide Public Comment Via Zoom:

<https://us02web.zoom.us/j/83070143428>

Please Note: Public Comment is only available to those who have signed up in advance by sending their name and topic to 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**
- December 9, 2021 Board Meeting
- 6:05pm** **Consent Agenda**
- Personnel Report
 - Payroll & Vouchers
 - Budget Status Report
 - Donations – Tumwater High School
 - Capital Projects – Acceptance of Contract As Complete
 - Capital Projects – Contract Award
 - Capital Projects – Contract Change Order
- 6:06pm** **Student Representative Report**
- Alexander Andrade, CHS
 - Ameiya Brown, THS
 - Talia Kallappa, BHHS

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

“Continuous Student Learning in a Caring, Engaging Environment”

- 6:20pm Public Comment Follow-Up/By the Numbers/Recognition** (*Sean Dotson*)
- School Resource Officers Recognition (*Shawn Batstone*)
 - Tim Graham – National Interscholastic Athletic Administrators Association Award (*Shawn Batstone*)
 - School Board Recognition Month (*Sean Dotson*)

6:40pm 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 5 minutes. Additional speakers on the same topic will be allowed 3 minutes each, for a total of 20 minutes on any one topic.*

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

- 7:00pm Reports to the Board**
- Budget Update (*Jennifer Carrougher*)
 - Transportation Update (*Jennifer Carrougher*)

- 7:10pm Action Items**
- 2nd Reading and Recommended Adoption, Policy 1400-Meeting Conduct, Order of Business and Quorum (*Sean Dotson*)
 - Approval of Legislative Priorities
 - Waiver of the Community Outreach Graduation Requirement for the 21-22 school year (*Shawn Batstone*)

- 7:15pm Superintendent's Report** (*Sean Dotson*)
- Panorama Survey (*Shawn Batstone/Andra Kelley-Batstone*)

- 7:30pm Board Committee Reports**
- Legislative Update (*Darby Kaikkonen*)
 - WIAA Update (*Casey Taylor*)
 - Equity Advisory Committee Update (*Laurie Sale*)

8:00pm Board Comments

8:15pm Adjourn Regular Meeting

NEXT BOARD MEETING: Regular Board Meeting on February 10, 2022 (sign-in info available by 2/4/22) and Michael T. Simmons Elementary SIP Discussion and Board Work Session on January 27, 2022 (sign-in info available by 1/21/22).

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

APPROVAL OF MINUTES

- December 9, 2021 Board Meeting



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Superintendent

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Tumwater School District School Board Meeting Minutes

District Office, YouTube & Zoom
621 Linwood Ave. SW
Tumwater, WA 98512

December 9, 2021
6:00 pm

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

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

Public Comment Reminder:

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

Agenda Discussion/Approval:

- Agenda Changes: Superintendent Sean Dotson shared that there were no changes/additions to the previously published version of the agenda.

Review of Minutes

- The Board has reviewed the November 10, 2021 Regular Board Meeting minutes and there were no changes. No motion is necessary.

Swear In Newly Elected Board Members

- Sean Dotson swore in the three newly elected board members; Melissa Beard, Darby Kaikkonen and Laurie Sale.

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

“Continuous Student Learning in a Caring, Engaging Environment”

Election of Officers

- Scott Killough nominated Casey Taylor as Board President starting immediately. Melissa Beard asked for other nominations two more times. There were no other nominations so the Board took a roll call vote. Casey Taylor was unanimously elected President of the Tumwater SD School Board until December of 2022.
- Laurie Sale nominated Scott Killough as Board Vice President starting immediately. Melissa Beard asked for other nominations two more times. There were no other nominations so the Board took a roll call vote. Scott Killough was unanimously elected Vice President of the Tumwater SD School Board until December of 2022.
- Darby Kaikkonen was unanimously voted to continue as the Legislative Representative for Tumwater SD until July 1, 2022.

Consent Agenda

- **Melissa Beard/Darby Kaikkonen, M/S to approve the Consent Agenda as presented. The motion passed unanimously. The Consent Agenda was approved as follows:**
- Personnel Report:

New Hire:				
Karen Kim	Paraprofessional	BLE	Temporary, effective November 8, 2021	TAP
Tim Chaleunvong	Paraprofessional	BHHS	One Year Only (2021-2022), effective November 1, 2021	TAP
Terri Turner	Office Professional 3	TVA	Continuing effective November 15, 2021	TOPA
Shelynne Berkey	Office Professional 6	TMS	Continuing effective, November 15, 2021	TOPA
Joshua Stoney	Teacher	BMS	One Year Only (2021-2022) effective November 22, 2021	TEA
Johnie Fesenbek	Maintenance	B&G	Temporary, November 15, 2021 - February 15, 2022	PSE
Leslie Fosbre	Assistant Cook	PGS	Continuing effective November 29, 2021	PSE
Melissa Merten	Registered Nurse	SS	1.0 FTE, Continuing (2021-2022); effective December 8, 2021	TEA
Jesus Rees	Bus Driver Trainee	Transportation	Effective November 24, 2021	PSE
Analyn Trubia	Assistant Cook	TMS	Continuing effective, November 29, 2021	PSE

Donald Woods	Paraprofessional	BHHS	One Year Only (2021-2022), effective December 3, 2021	TAP
Adjusted:				
Ben McGray	Paraprofessional	BMS	From One Year Only to Continuing, effective November 9, 2021	TAP
Emily Dilworth	Office Professional 6	TVA	From Paraprofessional to Temp Office Professional 3, effective October 4th-November 5th 2021	TOPA
Whitney Saxlund	Teacher	TVA	From BMS to TVA effective November 22, 2021	TEA
Saura Moore	Office Professional 6	MTS	From 7 hours per day to 8 hours per day. Additional 1 hour is One Year Only, effective November 29th, 2021	TOPA
Rebecca Trehuba	Office Professional 6	BMS	From Paraprofessional to Continuing Office Professional 6, effective date TBD	TOPA
Jessica Thomas	Paraprofessional	BMS	From THE to BMS effective November 15, 2021	TAP
Leaves:				
Aubrie Grant	Paraprofessional	THE	LOA starting January 3, returning for the 2022-2023 school year	TAP
Meghan Langford	Teacher	PGS	LOA starting approximately November 17, 2021, returning April 11, 2022	TEA
Tanya Baker	Project Manager	DO/Capital Projects	Intermittent LOA starting November 15, 2021, returning to fulltime approximately on January 4th, 2022	NON-REP
Mary McEvoy	Teacher	TMS	LOA starting October 21, 2021, returning October 29, 2021	TEA

Anna Nemec	Teacher	MTS	LOA starting October 25, 2021, returning November 4, 2021	TEA
Jayde Richtmyre	Teacher	PGS	LOA starting approximately February 23, 2022, returning the beginning of the 2022/2023 school year	TEA
Kellie Graham	Office Professional 3	THS	Intermittent LOA starting September 8, 2021, returning the beginning of the 2022/2023 school year	TOPA
Denise Reed	Office Professional 3	DO/Special Services	LOA starting November 8, 2021, returning November 29, 2021	TOPA
Garrett Baldwin	Paraprofessional	BHHS	LOA starting November 3, 2021, returning November 12, 2021	TAP
Jaime Dominoski	Paraprofessional	PGS	LOA Starting November 1, 2021, returning November 15, 2021	TAP
Brittney Zepp	Paraprofessional	MTS	LOA starting October 20, 2021, returning November 5, 2021	TAP
Stephanie Rhodes	Teacher	MTS	LOA starting February 7, 2022, returning February 14, 2022	TEA
Jody Giuntoli	Paraprofessional	ECLC	LOA starting October 25, 2021, resigning February 1, 2022	TAP
Tara Clemmens	Administrative Secretary	NMSC	LOA starting November 30, 2021, returning January 4, 2022	NON-REP
Sonya Cooper	Paraprofessional	MTS	LOA starting November 2, 2021, returning November 15, 2021	TAP
Teresa Anderson	Teacher	SS	LOA starting October 20, 2021, returning November 1, 2021	TEA
Tammy Hicks	Paraprofessional	MTS	LOA starting November 29, 2021, returning December 31, 2021	TAP

Claire Runge	SLP	SS	Intermittent LOA starting November 30, 2021, returning December 8, 2021	TEA
Resignation:				
Eric Eckstein	Paraprofessional	BLE	Effective November 15, 2021	TAP
Serena Harrah	Paraprofessional	BMS	Resigning Paraprofessional hours effective November 1, 2021	TAP
Tivoli Sharp	Coach	BHHS	Effective November 30, 2021	N/A
Shaundra Everett	Substitute Bus Driver	Transportation	Effective November 24, 2021	PSE
Jody Giuntoli	Paraprofessional	ECLC	Effective February 1, 2022	TAP
Tiersa Rogers	Paraprofessional	SL	Effective January 26, 2022	TAP
Retirement:				
Valorie Scheibert	Custodian	Skills Center	Effective January 1, 2022	PSE
William Beattie	Teacher	THS	Effective February 1, 2022	TEA
Termination:				
Peter Dacanay	Bus Driver	Transportation	Involuntary Termination, effective October, 20th, 2021	PSE
Gay Warren	Bus Driver	Transportation	Separation of Employment, effective November 19, 2021	PSE
Co-Curricular:				
Dale Reeves	Freshman Class Advisor	BHHS		TEA
Donald Woods	Assistant Boys Basketball Coach	BHHS		N/A
Zach Grate	Assistant Boys Basketball Coach	BHHS		N/A
Recommend Approval Of:				
Recommend approval to issue Melissa Merten a conditional certificate for her role as a School Nurse				
Corrections:				
Tanya Baker's LOA was placed as a TOPA member on November 10 Board Meeting. She is a Non-Rep employee				
Rescind leave for Kori Wilson, was previously approved at October 14, 2021 Board Meeting				

➤ Payroll and Vouchers

GENERAL FUND:

Payroll					
Payroll Taxes				\$	1,052,880.61
Direct Deposit				\$	3,379,819.66
Payroll Benefit Wire Transfer				\$	1,171,293.11
Accounts Payable - Payroll	72805796	to	72805816	\$	31,021.93
Accounts Payable	72219189	to	72219189	\$	615.00
Accounts Payable	77219190	to	72219205	\$	46,682.47
Accounts Payable	72219206	to	72219242	\$	122,012.49
Accounts Payable	72219243	to	72219243	\$	86.52
Accounts Payable	72219244	to	72219279	\$	215,930.71
Accounts Payable	72219280	to	72219299	\$	84,982.54
Accounts Payable	72219300	to	72219315	\$	1,004,471.28
Accounts Payable ACH				\$	58,298.35
Accounts Payable ACH				\$	148,137.88
Accounts Payable ACH				\$	444,056.82
Accounts Payable ACH				\$	55,523.27
Accounts Payable ACH				\$	52,532.68
Accounts Payable ACH				\$	28,430.82
ACH Rejection					
Voided Warrants				\$	(1,616.65)
Accounts Payable - COMP TAX				\$	1,966.52
TOTAL GENERAL FUND:				\$	7,897,126.01

CAPITAL PROJECTS FUND:

Accounts Payable	72012494	to	72012496	\$	39,147.22
Accounts Payable	72012497	to	72012501	\$	22,641.14
Accounts Payable ACH				\$	30,259.32
Accounts Payable ACH				\$	3,205.84
Accounts Payable ACH				\$	8,769.29
Accounts Payable ACH					
Voided Warrants					
Accounts Payable - COMP TAX				\$	253.33
TOTAL CAPITAL PROJECTS FUND:				\$	104,276.14

ASSOCIATED STUDENT BODY FUND:

Accounts Payable	72441959	to	72441961	\$	480.00
Accounts Payable	72441962	to	72441964	\$	876.50
Accounts Payable	72441965	to	72441969	\$	4,112.00
Accounts Payable	72441970	to	72441972	\$	730.50
Accounts Payable ACH				\$	476.59
Accounts Payable ACH				\$	25,084.34

Accounts Payable ACH					
Voided Warrants				\$	(85.00)
Accounts Payable -					
COMP TAX				\$	141.89
TOTAL ASSOCIATED STUDENT BODY FUND:				\$	31,816.82

<u>PRIVATE PURPOSE FUND:</u>					
Accounts Payable	72700566	to	72700566	\$	80.00
Accounts Payable	72700567	to	72700567	\$	500.00
Accounts Payable ACH					
Accounts Payable -					
COMP TAX					
	TOTAL PRIVATE PURPOSE FUND:			\$	580.00

<u>TRANSPORTATION VEHICLE FUND:</u>					
Accounts Payable	72900028	to	72900028	\$	142,071.11
	TOTAL TRANSPORTATION VEHICLE FUND:			\$	142,071.11

- Budget Status Report
- Donation Acceptance – \$10,150.00 to Black Lake Elementary from BLE PTO

Committee Assignments

- The following committees were assigned:
 - Tribal Liaison – Melissa Beard
 - WIAA Representative – Casey Taylor
 - Military Liaison – Darby Kaikkonen
 - Equity Advisory Committee Chair – Laurie Sale/Scott Killough (back-up)
 - Replacement Levy Representative – Melissa Beard/Laurie Sale (back-up)
 - Technology Committee – Casey Taylor
 - Graduation Task Force – Scott Killough
 - Budget Committee – Melissa Beard
 - New Student Board Rep Contact – Laurie Sale
- The following schools were assigned:
 - Casey Taylor – THE, BHHS
 - Melissa Beard – EOE, ECLC/CHS/NMSC/TVA
 - Darby Kaikkonen – BLE, TMS
 - Laurie Sale – MTS, THS
 - Scott Killough – LRE, PGS, BMS

Student Reports – “*What support is most important to help students succeed this year?*”

- Talia Kallappa (BHHS) – Overall, students feel they need more support; individual teacher time, more tutoring options and less workload or more time for work. They feel they need more mental and financial help; making things more accessible. Less busy work because it’s not very useful. Lately she’s seen a serious lack of

energy. She thinks it would help to figure out how to bring clubs back and PACK time. She also received complaints about not having gender neutral bathrooms.

- Ameiya Brown (THS) – Students are thankful that supportive and understanding teachers are there to help them. They would like reduced community service hours and more T-Bird time to help them succeed. Another thing mentioned was students would feel more comfortable if the school would take hate comments more seriously.

Darby Kaikkonen suggested having Student Rep Report follow-ups. Student Reps will work with their building principal.

Public Comment Follow-Up/By the Numbers

- Public Comment Follow Up: Sean followed up with Tim Voie at their regular meeting.
- By the Numbers – Sean updated on some numbers throughout the district. BLE fire sprinklers; MTS Lane of Lights; Holiday Assistance Program; Paraprofessionals.
- Recognition: Sean recognized our paraprofessionals. He shared some thoughts and examples of support from staff around the district. He thanked them for their service.

Public Comment

- Agenda and Non-Agenda Items: Becky Parsons stated that one person signed up to address the Board on one topic. DJ Brimer spoke about TSD Paraprofessionals.

Reports to the Board

- 1st Reading, Policy 1400-Meeting Conduct, Order of Business and Quorum: Sean Dotson presented on this topic.

Action Items

- 2nd Reading and Recommended Adoption, Policy 3122-Excused & Unexcused Absences: Shawn Batstone presented on this topic. This passed unanimously.
- 2nd Reading and Recommended Adoption, Policy 3205-Sexual Harassment of Students Prohibited: Shawn Batstone presented on this topic. This passed unanimously.
- 2nd Reading and Recommended Adoption, Policy 5011-Sexual Harassment of Staff Prohibited: Beth Scouler presented on this topic. This passed unanimously.
- 2nd Reading and Recommended Adoption, Policy 5515-Workforce Secondary Traumatic Stress, NEW!: Beth Scouler presented on this topic. This passed unanimously.
- Appointments of For and Against Statements: Board approved Jennifer Herrin and Christy Upton to write the “For” statement for the upcoming replacement levy. **Laurie Sale/Scott Killough, M/S to approve the appointments of the For Statements as presented. The motion passed unanimously.**

Superintendent’s Report

Superintendent’s Report: Shawn Batstone presented on the Three Pillars of Systems of Support around Social Emotional Learning (SEL); SEL for Staff, Student’s Panorama Survey Data Update and SRO Data & SEL.

Sean Dotson updated on the re-naming of Bush Middle School and the Transportation RFP process.

Board Discussion

- Concerns from Administrators: Melissa Beard presented on the topic of the administrator concerns regarding the superintendent's performance and district culture. The Board will follow the evaluation process that has already been established.
- Administrator Code of Ethics: Casey Taylor presented on Policy 5004-Administrator Code of Ethics.
- WIAA Update: Casey Taylor presented. He shared the middle school intermural volleyball numbers. Racket sports will start after Winter Break. DOH is providing test kits for sports. We are working with Yelm SD to form a cooperative for girls wrestling-they will practice at their schools, but for weekend tournaments, they will join together to make one team. Tumwater Football took 2nd at STATE! Shelton HS is expected to move from 3A to 2A which means we can compete with them.
- Equity Advisory Committee: Scott Killough attended the meeting for Laurie Sale and presented. He talked about the meeting and shared that staff felt comfortable to have an open conversation. Jeff Broome, Emma-Kate Schaake and Natalie Hensold led a Leadership Cadre. He went over the established small groups that break-out into their own sessions during the meeting.
- Legislative update: Darby Kaikkonen presented. She shared a couple documents; 2021 legislative priorities and the WSSDA model/information. The process will be to develop the Board's 2022 draft Legislative Priorities with Sean Dotson which will be brought to the January meeting.
- HB 1356: Melissa Beard presented. HB 1356 is the Mascot Bill. She is working with Bill Kallappa who is the education lead for the Nisqually Tribe and a parent in our district. She spoke with the tribal council and they will pass a resolution to give permission for Tumwater HS to continue to use the Thunderbird as the school mascot. The tribe recognizes that THS is not using the Thunderbird in a derogatory way against the tribe. The council will meet on 12/16/21 @ 1:30 PM.

Board Member Comments

- Darby Kaikkonen: She is excited to start watching sporting events again. She would love to attend as many events as she can. She echoed that when staff aren't well, students aren't well.
- Scott Killough: He went to Boys basketball game at BHHS against RRHS and went to the THS Girls basketball game against Rochester. Isabella Lund is an exceptional basketball player!
- Casey Taylor: Thanked his family and also Aaron Ziegler and wished him luck. Thanked the Tumwater Hill staff for the tour. He offered his condolences to Gaye Warren and her family and friends. She had a huge impact on the district.
- Laurie Sale: The word of the evening for her is communication. She's not happy to see there was no action to be taken on the agenda regarding the administrator's concerns. She assured that she listened and heard them all.

- Melissa Beard: She cares about everyone here. She wants to have the answer but she can't do it herself. She gets frustrated with herself and apologized for whatever she did to contribute to this situation. We need to work together, because it's not on one person, it's on all of us. She also acknowledged and thanked Aaron Ziegler who won't be livestreaming board meetings because he has a new job as a videographer for the Legislature.
- Talia Kallappa: Overall today was a very good meeting. She liked the survey results presented by Shawn Batstone. She's excited about the tribal work and is happy to have this opportunity.
- Ameiya Brown: When she first came to Washington, she didn't know about tribal relations. She appreciates the education.

With no further business coming before the Board, the Regular Board Meeting adjourned at 8:23 PM.

Recorded by:
Becky Parsons

Signed this 13th day of January 2022.

Board Member

Board Secretary

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.
- Donations Acceptance:
 - \$2000 from Special Olympics of Washington State for the startup of their Unified Sports Program
 - \$500 from community members (led by a GoFundMe created by Amy Charles) to replace items stolen from the FRESH Program
- Capital Projects – Acceptance of Contract As Complete-BHHS Intercom Replacement: Questions can be directed to Mel Murray.
- Capital Projects – Contract Award-BHHS Boilers & Chiller Replacement: Questions can be directed to Mel Murray.
- Capital Projects – Contract Change Order-BLE Fire Sprinklers Addition: Questions can be directed to Mel Murray.



Tumwater School District

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Sean Dotson
 Superintendent

January 13, 2022

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

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

Preliminary

New Hire:				
Leslie Sue Fosbre	Assistant Cook	PGS	Continuing effective November 29, 2021	PSE
Coletan Rosie	Coach	BHHS	Effective December 8, 2021	N/A
Nicolette Hopkins	Coach	THS	Effective November 29, 2021	N/A
Adjusted:				
Rick Sutter	Custodian/Groundskeeper	Buildings and Grounds	From Custodian NMSC to Custodian/Groundskeeper effective December 6, 2021	PSE
Leaves:				
Elizabeth Prestegard	Bus Driver	Transportation	LOA starting November 20, 2021, returning January 4, 2022	PSE
Sara Glass	Teacher	PGS	LOA starting January 4, 2022, returning January 31, 2022	TEA
Resignation:				
Stephanie Pedigo	Paraprofessional	BLE	Effective December 17, 2021	TAP
Jackie Lince	Paraprofessional	BLE	Effective January 7, 2022	TAP
Kelli Ehresmann	Executive Director	Special Services	Effective June 30, 2022	ADMIN
Retirement:				
Sue Burns	Cook	THE	Effective December 28, 2021	PSE
Jamie Weeks	Teacher	THS	Effective June 30, 2022	TEA

BOARD OF DIRECTORS

MELISSA BEARD CASEY TAYLOR SCOTT KILLOUGH DARBY KAIKKONEN LAURIE SALE

"Continuous Student Learning in a Caring, Engaging Environment"

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 December 2021.

2-13

DATE: **January 13, 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 Carrougher, 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
<u>GENERAL FUND:</u>		
Payroll		
Payroll Taxes		\$ 1,054,755.09
Direct Deposit		\$ 3,372,657.41
Payroll Benefit Wire Transfer		\$ 1,154,569.05
Accounts Payable -Payroll	72805817 to 72805827	\$ 17,269.92
Accounts Payable	72219316 to 72219325	\$ 45,870.60
Accounts Payable	77219326 to 72219350	\$ 101,671.72
Accounts Payable	72219351 to 72219382	\$ 143,054.38
Accounts Payable	72219383 to 72219383	\$ 1,500.00
Accounts Payable	72219384 to 72219407	\$ 42,705.96
Accounts Payable	72219408 to 72219424	\$ 1,060,582.73
Accounts Payable ACH		\$ 28,431.42
Accounts Payable ACH		\$ 49,043.89
Accounts Payable ACH		\$ 118,544.91
Accounts Payable ACH		\$ 302,965.73
Accounts Payable ACH		\$ 424,832.04
Accounts Payable ACH		\$ 117,258.83
ACH Rejection		\$ (4,849.59)
Voided Warrants		
Accounts Payable - COMP TAX		\$ 6,069.50
TOTAL GENERAL FUND:		\$ 8,036,933.59
<u>CAPITAL PROJECTS FUND:</u>		
Accounts Payable	72012502 to 72012504	\$ 235,457.46
Accounts Payable	72012505 to 72012507	\$ 18,866.03
Accounts Payable ACH		\$ 17,800.00
Accounts Payable ACH		\$ 5,504.04
Accounts Payable ACH		\$ 58,699.63
Accounts Payable ACH		\$ 75,194.90
Voided Warrants		
Accounts Payable - COMP TAX		
TOTAL CAPITAL PROJECTS FUND:		\$ 411,522.06
<u>ASSOCIATED STUDENT BODY FUND:</u>		
Accounts Payable	72441973 to 72441973	\$ 85.00
Accounts Payable	72441974 to 72441975	\$ 117.00
Accounts Payable	72441976 to 72441977	\$ 399.60
Accounts Payable	72441978 to 72441980	\$ 262.52
Accounts Payable ACH		\$ 48,068.60
Accounts Payable ACH		\$ 9,794.64
Accounts Payable ACH		\$ 131.24
Voided Warrants		
Accounts Payable - COMP TAX		\$ 111.42
TOTAL ASSOCIATED STUDENT BODY FUND:		\$ 58,970.02
<u>PRIVATE PURPOSE FUND:</u>		
Accounts Payable	72700568 to 72700568	\$ 700.00
Accounts Payable ACH		
Accounts Payable - COMP TAX		
TOTAL PRIVATE PURPOSE FUND:		\$ 700.00
<u>TRANSPORTATION VECHILE FUND:</u>		
Accounts Payable	72900028 to 72900028	
TOTAL TRANSPORTATION VECHILE FUND:		\$ -

Board of Directors of Tumwater School District No. 33

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



Dr. Sean Dotson
Superintendent

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(360) 709-7030
Special Services:
(360) 709-7040

MEMORANDUM

DATE: January 7, 2022

TO: School Board
Sean Dotson, Superintendent

FROM: Becky Parsons, Executive Assistant

RE: Consent Agenda
Tumwater High School Donations

Tumwater High School received the following donations:

- \$2000 from Special Olympics of Washington State for the startup of their Unified Sports Program
- \$500 from community members (led by a GoFundMe created by Amy Charles) to replace items stolen from the FRESH Program

BOARD OF DIRECTORS

MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”



DATE: January 13, 2022
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: Consent Agenda:
Acceptance of Contract as Complete

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

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

**Black Hills High School Intercom Replacement, Cabling
C T S**

Initial Contract	\$41,986.75
Change Orders	\$ 0.00
Contract Total	\$41,986.75
Retainage 10%	\$ 4,198.68



***** MEMO *****

DATE: January 7, 2022
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
**SUBJECT: Consent Agenda:
BHHS Boilers & Chiller Replacement Contract Award**

Formal bids were solicited and received on January 6, 2022 for the following project:

Black Hills High School Boilers & Chiller Replacement

Betschart Mechanical, Inc.	\$483,500.00
Eagle Harbor Associates	\$488,654.00
Apex Mechanical, LLC	\$495,900.00
NW Thermal Hydronics.	\$521,500.00
Aries Mechanical, Inc.	\$522,200.00
General Mechanical, Inc.	\$579,000.00

Hargis Engineers estimate for the work was \$570,000. The entire project cost estimate is \$780,000 which includes decommissioning the underground tank that held back-up fuel for the old boilers. The project is funded with 2020 capital levy dollars.

Larry Bullock from Hargis Engineers contacted the President of Betschart Mechanical, Matthew Arnold, and:

1. Mr. Arnold confirmed that his bid of \$483,500 is the correct amount.
2. He confirmed that Betschart Mechanical has the ability to obtain the required bonds and insurance.
3. Representatives from Betschart Mechanical attended the on-site pre-bid meeting, reviewed the existing conditions and Mr. Arnold confirmed that they understand the scope of work.
4. He confirmed that Betschart Mechanical will comply with the prevailing wage requirements of the specifications.
5. He confirmed that Betschart can complete the project per the contract documents.

Hargis has worked with Betschart Mechanical on several projects over the last 6 years and feels confident that they are qualified to complete the project as designed. In addition, Betschart was the mechanical sub-contractor on the recent Bush MS additions and renovations project.

Award of the contract to Betschart Mechanical, Inc. for \$483,500.00 is requested.

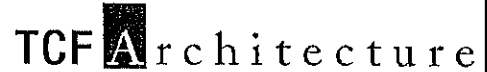


DATE: January 13, 2022
TO: Tumwater School District Board of Directors
FROM: Mel Murray, Director of Facilities
SUBJECT: Consent Agenda
Capital Projects Contract Change Order

Change Order #1 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



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

CHANGE ORDER NO.: _____ 1

C.O. DATE: _____ 1/5/2022

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 02R	Insulation Infill at Existing Demising Wall	ADD	\$743.66
COP 03R	Insulation & GWB at B116	ADD	\$760.76
COP 05R	Water Main Sizing	ADD	\$11,280.00
COP 06R	Existing Sanitary Sewer Conflict	ADD	\$1,667.96
COP 08R	RPBA Revisions	ADD	\$12,770.07
TOTAL AMOUNT FOR THIS CHANGE ORDER		ADD	\$27,222.45

SUMMARY

The original Contract Sum was	\$1,455,500.00
Net change by previously authorized Change Orders	\$0.00
The Contract Sum prior to this Change Order was	\$1,455,500.00
The Contract Sum will be (increased) by this change order	\$27,222.45
The new Contract Sum including this Change Order will be	\$1,482,722.45

The Contract Time will be **(unchanged)**

The date of Substantial Completion as of the date of this Change Order therefore is **(August 27, 2021)**.

ARCHITECT

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

OWNER

Tumwater School District
621 Linwood Ave SW
Tumwater, WA 98512

CONTRACTOR

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

By: _____
(insert typewritten name)

Date: _____

By: _____
(insert typewritten name)

Date: _____

By: _____
(insert typewritten name)

Date: _____

ACTION ITEMS

- 2nd Reading and Recommended Adoption, Policy 1400-Meeting Conduct, Order of Business and Quorum: Sean Dotson will present on this topic.
- Approval of Legislative Priorities
- Waiver of the Community Outreach Graduation Requirements for the 21-22 School Year: Shawn Batstone will present on this topic.

Tumwater School District Board Policy

MEETING CONDUCT, ORDER OF BUSINESS AND QUORUM

~~Board meetings will be scheduled~~The board will schedule its meetings in compliance with the law, and as deemed by the board to be in the best interests of the district and community. The board will function through (1)—regular meetings, (2) special meetings, and (3) emergency meetings.

Regular Meetings

The board will annually adopt a schedule of regular meetings to be held during the next year. Regular meetings will typically be held on the second and fourth Thursday of the month. Exceptions to the typical monthly meeting schedule will be recorded on the annual meeting calendar. Appropriate notification will be made when calendared meeting dates or times are changed. Board meetings will typically be held in the District Office Board Room. Board meetings and/or study sessions may also be scheduled at schools or other district sites and will be noted on the annual meeting calendar. If regular meetings are to be held at places other than these or are adjourned to times other than a regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings. All regular meetings of the board shall be held within the district boundaries.

Special Meetings

Special meetings may be called by the board president or at the request of a majority of the board members. A written notice of a special meeting, stating the time and place of the special meeting and the business to be transacted, will be delivered to each board member. Written notice will also be delivered to each newspaper and radio or television station that has filed a written request for such notices. Written notice may be delivered personally or by mail, facsimile or electronic mail. The notice must be posted on the district's website.

The district must also prominently display the notice at the main entrance of the Tumwater School District Office as well as at the location of the meeting, if the meeting is held at a location other than the District Office.

All required notices must be delivered or posted not less than twenty-four (24) hours prior to the meeting. The written notice requirement will be deemed waived if a member:

1. Submits a written waiver of notice to the board secretary at or prior to the time the meeting convenes. The waiver may be given by telegram, fax or electronic mail; or
2. Is actually present at the time the meeting convenes.

~~The Board will not take F~~final disposition ~~will not be taken~~ on any matter other than those items stated in the meeting notice.

STUDY SESSIONS Study Sessions

The Board may meet in study sessions prior to regular meetings, after regular meetings, or at other designated times, subject to the notice requirements of law and Board policy. Study sessions will be held to provide an opportunity for Board members to seek and receive information and discuss and deliberate matters pending before the Board. Study sessions shall be open to the public.

Emergency Meetings

In the event of an emergency involving fire, flood, earthquake, possible personal injury or property damage, the board may meet immediately and take official action without prior notification.

Public Notice

The board will give proper Public notice ~~shall be properly given~~ for any special meeting; whenever a regular meeting is adjourned to another time; or, when a regular meeting is to be held at a place other than the normally scheduled locations.

All meetings shall be open to the public with the exception of executive or closed sessions authorized by law. The board will take Final action resulting from executive session discussions ~~will be taken~~ during a meeting open to the public as required by law.

Individuals with disabilities who may need a modification to participate in a meeting should contact the superintendent's office no later than three days before a regular meeting and as soon as possible in advance of a special meeting so that special arrangements can be made.

During the interim between meetings, the office of the superintendent, as board secretary, shall be the office of the board. The district's public records shall be open for inspection in the manner provided by and subject to the limitation of the law.

Quorum

A quorum consists of the majority of all board members. Three board members shall be considered as constituting a quorum for the transaction of business, including voting.

Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform – including videoconference or teleconference – that provides, at a minimum, simultaneous aural communication between those in attendance. Additionally, any meeting held via a communication platform must: 1) include proper notice with any required passwords or authorization codes; 2) be known and accessible to the public; and 3) accommodate any member of the public who wishes to participate.

The board will take no action by secret ballot at any meeting required to be open to the public. Generally, the board votes on motions and resolutions by "voice" vote, unless a board member requests to vote by oral roll call, in which case the board will do so. A

motion passes when a majority of those board members present and voting vote in favor. However, a majority vote of all board members is required to elect or select a superintendent or board officer and the board must vote on these matters by an oral roll call. The board will vote by an oral roll call whenever required by law.

Meeting Conduct and Order of Business

All board meetings will be conducted in an orderly and business-like manner using *Roberts Rules of Order (Revised)* as a guide, except when such rules are superseded by board bylaws or policies. During board meetings, board members will refrain from communicating electronically (e.g., by e-mail, text, social media) with their fellow board members.

~~The board will use the agenda to establish its regular order of business. The order of business will be that indicated in the agenda. Any additions or changes in the prepared agenda may be requested by the superintendent or a board member at the beginning of the meeting. However, either the superintendent or a board member may request additions or changes to the prepared agenda, and the board may adopt a revised agenda or order of business by a majority vote of the board members present. At a special meeting, final action may be taken only on that business contained in the notice of the special meeting.~~

~~Board members are not required to be physically present to attend a board meeting. Any or all board members may attend a board meeting and vote via any communication platform—including videoconference or teleconference—that provides, at a minimum, simultaneous aural communication between those present, provided: 1) the meeting is properly noticed with any required passwords or authorization codes; 2) the meeting is accessible to the public; 3) the meeting accommodates any member of the public who wishes to participate; and 4) the communication platform is generally known and accessible to the public.~~

~~The board will establish its regular order of business, but may elect to change the order at the request of the superintendent or a board member with consensus of the board. All votes on motions and resolutions will be by “voice” vote unless an oral roll call is requested by a member of the board. All votes will be approved by majority of those present and voting, unless otherwise required by law. No action will be taken by secret ballot at any meeting required to be open to the public.~~

~~An oral roll call of all the members of the board is required for the election of board officers, filling a vacancy on the board, or for the selection of the school district superintendent, and a majority vote of all the members of the board is required for any person to be elected or elected for such positions.~~

~~During board meetings, board members will refrain from communicating electronically (e.g., by e-mail, text, social media) with their fellow board members.~~

Public Attendance and Comment

Any member of the public may attend board meetings, including individuals who do not live within district boundaries. The board will not require people to sign in, complete questionnaires, or establish other conditions for attendance.

The board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. In order to permit fair and orderly expression of such comment, the board will provide a period at the beginning of the meeting during which visitors may ~~present to address~~ the board on any topic within the scope of the board's responsibility. The board may structure the public comment period, including determining the total time allotted for public comment and equally apportioning the minutes for each speaker. The board is not obligated to provide additional public comment time to accommodate everyone in attendance who wishes to speak. Any structure the board imposes will be content neutral. If possible, such presentations should be scheduled in advance.

The board may require those who wish to speak (but not all attendees) to sign in so that the board has a tally of individuals who wish to speak and can call them forward. When called forward, individuals will identify themselves and proceed to make comments within the time limits established by the board.

The board is not obligated to respond to questions or challenges made during the public comment period and the board's silence will not signal agreement or endorsement of the speaker's remarks. The board may control the time, place, and manner of public comment. The chair/president may terminate an individual's statement when the allotted time has passed and may interrupt a speaker to require the same standard of civility that the board imposes on itself. Examples of uncivil comments include comments that:

- Are libelous or slanderous;
- Are an unwarranted invasion of privacy;
- Are obscene or indecent pursuant to the Federal Communications Act or any rule or regulation of the Federal Communications Commission;
- Violate school district policy or procedure related to harassment, intimidation, bullying, or discrimination;
- Incite an unlawful act on school premises or violate a lawful school regulation; or
- Create a material and substantial disruption of the orderly operation of the board meeting

The board as a whole has the final decision in determining the appropriateness of all such rulings and can maintain order by removing those who are disruptive. However, the board recognizes the distinction between uncivil discourse, which it will not tolerate, and comments about the board, district, and / or staff that are negative yet still civil in nature, and will exercise its authority to maintain order in a content neutral manner.

In addition to the public comment period at the beginning of the meeting, the board will identify the agenda items that require or would benefit from opportunity for public comment and provide those opportunities as part of the meeting agenda before taking final action. Individuals or groups who wish to present to the board on an agenda item

~~are encouraged to request and schedule such presentations in advance. The board will also allow individuals to express an opinion prior to board action on agenda items that the board determines require or will benefit from public comment. Opportunity for public comment – both ~~W~~written and oral – is required – comment will be accepted by the board before the board the adoption or amendment of ~~adopts or amends a~~ policies that is not expressly or by implication authorized by state or federal law, but which will promote the education of kindergarten through twelfth grade students in public schools or will promote the effective, efficient, or safe management and operation of the district. Individuals wishing to be heard by the board will first be recognized by the board president. Additionally, the board will provide an opportunity for a representative of a firm eligible to bid on materials or services solicited by the board to present about their firm.~~

Individuals, after identifying themselves, will proceed to make comments within the time limits established by the board. The Board typically allows five minutes for a person to present, and additional comments on the same topic around three minutes per person. Any representatives of a firm eligible to bid on materials or services solicited by the board will also be entitled to express an opinion. The board president may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, obscene, or irrelevant. The board as a whole has the final decision in determining the appropriateness of all such rulings.

Legal References:	RCW 28A.330.020	Certain board elections, manner and vote required
	RCW 28A.320.040	Directors – Bylaws
	RCW 28A.330.070	Office of board – records available for public inspection
	RCW 28A.343.370	Directors – filling vacancies
	RCW 28A.343.380	Directors – meetings
	RCW 28A.343.390	Directors – quorum – failure to attend meetings may result in vacation of office
	RCW 42.30.030	Meetings declared open and public
	RCW 42.30.050	Interruptions – procedure
	RCW 42.30.060	Open public meetings – voting by secret ballot prohibited
	RCW 42.30.070	Time and places for meetings – emergencies – exception
	Ch. 42 USC 12101-12213	Americans with Disabilities Act

ADOPTION DATE: July 11, 2013

REVISION DATE: May 22, 2014 February 13, 2020

CURRENT POLICY

**Tumwater School District
Board Policy**

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Ch. 42 USC 12101-12213	Americans with Disabilities Act

ADOPTION DATE: July 11, 2013

REVISION DATE: May 22, 2014 February 13, 2020



Tumwater School District

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

**TO: School Board
Superintendent**

FROM: Shawn Batstone, Assistant Superintendent

**RE: *Continuation of the Waiver for the Community Outreach
Graduation Requirement for the Class of 2022***

In acknowledgement of the continued barriers presented by the Covid Pandemic, I would like to recommend a continuation of the waiver for the 30 hour community outreach graduation requirement for the class of 2022.

Similar to last year, access to community outreach opportunities for students has been greatly impacted by a variety of factors including increased Covid safety restrictions implemented by community service organizations as well as family concerns for student personal safety. I have met with high school administrators, school counselors, and registrars to assess the impact of this requirement on our graduation outcomes and have discovered that the majority of our otherwise on track seniors have not been able to complete this requirement.

There is no question about the value and importance of community outreach, but impacts due to the pandemic and concerns for personal safety support the need for a waiver of this graduation requirement.

Thank you for your consideration.

BOARD OF DIRECTORS

MELISSA BEARD DARBY KAIKKONEN SCOTT KILLOUGH LAURIE SALE CASEY TAYLOR

“Continuous Student Learning in a Caring, Engaging Environment”

REPORTS TO THE BOARD

- Budget Update: Questions can be directed to Jennifer Carrougher.
- Transportation Update: Questions can be directed to Jennifer Carrougher.