



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

## School Director's Agenda Regular Meeting

Thursday, August 12, 2021

Start Time: 6:00pm

Location: District Office & YouTube

621 Linwood Ave. SW Tumwater, WA 98512

<https://www.youtube.com/channel/UC1HqrlB3H5cT8RBvB7kQgPA/featured>

### To Provide Public Comment Via Zoom:

<https://us02web.zoom.us/j/93386427522>

Please Note: Public Comment is only available to those who have signed up in advance by sending their name and topic to [becky.powell@tumwater.k12.wa.us](mailto:becky.powell@tumwater.k12.wa.us) between 4 PM and 6 PM on the day of the meeting.

- 6:00pm**      **Call Meeting To Order** (*Melissa Beard*)
- Recognition/Flag Salute
- 6:02pm**      **Public Comment Reminder** (*Melissa Beard*)
- 6:05pm**      **Agenda Discussion/Approval** (*Melissa Beard/Sean Dotson*)
- 6:06pm**      **Meeting Minutes Review**
- July 8, 2021 Board Meeting
- 6:07pm**      **Consent Agenda**
- Personnel Report
  - Payroll and Vouchers
  - Budget Status Report
  - 21-22 School Board Meeting Schedule – UPDATED
  - Capital Projects – Acceptance of Contracts as Complete
  - Capital Project – Contract Change Order
- 6:08pm**      **Public Comment Follow-Up/By the Numbers**
- Public Comment Follow-Up (*Sean Dotson*)
  - By the Numbers (*Sean Dotson*)
- 6:30pm**      **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 Powell*)

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

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

- 6:50pm**      **Reports to the Board**
- 1<sup>st</sup> Reading, Policy 4311-School Safety and Security Services Program - NEW (*Shawn Batstone*)
  - 1<sup>st</sup> Reading, Policy 3207-Prohibition of Harassment, Intimidation and Bullying (*Shawn Batstone*)
  - 1<sup>st</sup> Reading, Policy 3241-Student Discipline (*Shawn Batstone*)
  - Preliminary Budget Review (*Jennifer Carrougher*)
- 7:30pm**      **Superintendent's Report** (*Sean Dotson*)
- 7:45pm**      **Board Discussion**
- Legislative Update (*Darby Kaikkonen*)
  - Equity Update (*Melissa Beard*)
- 8:05pm**      **Board Comments**
- 8:15pm**      **Adjourn Regular Meeting**

**NEXT BOARD MEETING: Regular Meeting Board Meeting on August 26, 2021** (*sign-in info available by 8/20/21*) **and Regular Board Meeting on September 9<sup>th</sup> 2021** (*sign-in info available by 9/3/21*). The Board may also schedule additional special or emergency meetings consistent with RCW 28A.343.380.

## APPROVAL OF MINUTES

- July 8, 2021 Board Meeting



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**Tumwater School District**  
**School Board Meeting Minutes**  
River's Edge (Zoom for Public Comment)  
4611 Tumwater Valley Dr. SE  
Olympia, WA 98501  
July 8, 2021  
5:00 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 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. 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 to the previously published version of the agenda.

**Review of Minutes**

- **Casey Taylor/Scott Killough, Motioned/Seconded (M/S) to approve the minutes from the May 13, 2021 Regular Board Meeting. The motion passed unanimously.**

**Consent Agenda**

- **Laurie Sale/Darby Kaikkonen, M/S to approve the Consent Agenda as presented. The motion passed unanimously. The Consent Agenda was 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>Employment:</b>				
Lauren Smith	Teacher	MTS	1.0 FTE, Continuing (2021-2022)	TEA
Elizabeth Cross	SLP	Special Services	1.0 FTE, Continuing (2021-2022)	TEA
Monika Kuligowski	Teacher	BHHS	1.0 FTE, Continuing (2021-2022)	TEA
Sara Crimmins	Paraprofessional	TMS	One Year Only, effective 2021-2022 school year	TAP
Lauron Abrahamson	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Jennifer Rose	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Jayden Gregory	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Emily Johnson	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Courtney Evans	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Kristin Sperling	Paraprofessional	PGS	One Year Only, effective 2021-2022 school year	TAP
Selesha Harrah	Paraprofessional	THE	One Year Only, effective 2021-2022 school year	TAP
Bob Yett	Paraprofessional	LRE	One Year Only, effective 2021-2022 school year	TAP
Stephanie Maffeo	Paraprofessional	LRE	One Year Only, effective 2021-2022 school year	TAP
Tina Martin	Paraprofessional	LRE	One Year Only, effective 2021-2022 school year	TAP
Alexis Jasper	Paraprofessional	MTS	One Year Only, effective 2021-2022 school year	TAP
Andra Kelley-Batstone	Assistant Principal	BHHS/SL	1.0 FTE, Continuing (2021-2022)	ADMIN
Eric Sarai	Teacher	THS	0.6 FTE Continuing (2021-2022)	TEA
Denise Whitesel Mallek	Teacher	BMS	1.0 FTE Continuing (2021-2022)	TEA
Dexter Morton	Teacher	PGS	1.0 FTE Continuing (2021-2022)	TEA
Emilia Snow	Teacher	THS	0.8 FTE One-Year-Only (2021-2022)	TEA
Angela Christin	Paraprofessional	BOE	One Year Only, effective 2021-2022 school year	TAP

Ashley Lopez	Paraprofessional	EOE	One Year Only, effective 2021-2022 school year	TAP
Aubrie Grant	Paraprofessional	THE	Continuing, effective 2021-2022 school year	TAP
Andria Rice	Teacher	MTS	0.2 FTE, Continuing (2021-2022)	TEA
Olivia Burbidge	Teacher	MTS	0.4 FTE, Continuing (2021-2022)	TEA
Michaela Monson	Paraprofessional	THE	One Year Only, effective 2021-2022 school year	TAP
Chelsea Thomas Altrum	Teacher	BHHS	1.0 FTE, Science (2021-2022 One Year Only)	TEA
Alekxander Zhdanov	Director of Diversity, Equity and Inclusion	DO	1.0 FTE Continuing effective July 26, 2021	ADMIN
Dashiell Gerdes	Teacher	Special Services	1.0 FTE Continuing (2021-2022)	TEA
Kristi Wheeldon	Teacher	TMS	1.0 FTE Continuing (2021-2022)	TEA
Rebecca Ande	Teacher	EOE	1.0 FTE Continuing (2021-2022)	TEA
Hannah Anderson	Teacher	LRE	1.0 FTE Continuing (2021-2022)	TEA
Kira Ridewood	Teacher	BMS	1.0 FTE Continuing (2021-2022)	TEA
Jessica Juergens	Teacher	PGS	0.5 FTE Continuing (2021-2022)	TEA
Kimberly Hollister	Teacher	THS	1.0 FTE Continuing (2021-2022)	TEA
<b>Adjusted:</b>				
Reid Mager	Paraprofessional	PGS	From Continuing at LRE to Continuing at PGS, effective for the 2021-2022 school year	TAP
Sheila Nordquist	Paraprofessional	PGS	From Continuing at ECLC to PGS, effective for the 2021-2022 school year	TAP
Shannon Malone	Paraprofessional	MTS	From 2 hours Continuing to 6 hours Continuing effective for the 2021-2022 school year	TAP
Eric Eckstein	Paraprofessional	MTS	From 4 hours Continuing to 5 hours Continuing effective for the 2021-2022 school year	TAP
Alison Perkins	Office Professional 2	Student Learning	Reclassification from OP2 to OP1 effective June 7, 2021	TOPA

Tiffany Wright	Office Professional 2	Student Learning	Reclassification from OP2 to OP1 effective June 7, 2021	TOPA
Patricia McClary	Substitute Cook	Food Services	From Substitute Cook to Continuing Assistant Cook, effective September 7, 2021	PSE
Bambi Richardson	Substitute Cook	Food Services	From Substitute Cook to continuing Assistant Cook, effective September 7, 2021	PSE
Kailyn Berry	Teacher	TMS	From 1.0 FTE (2020-21 One Year Only) to 1.0 FTE, Fitness/Health (2021-22 Continuing)	TEA
Kevin Seldomridge	Teacher	MTS	From Grade 4/5 Split to Grade 4 for the 2021-2022 school year	TEA
Katie Campbell	Teacher	BLE	From Grade 1 at THE to Grade K at BLE for the 2021-2022 school year	TEA
Hayley Ridout	Human Resource Specialist	DO	From HR1 to HR2, 1 Year Only, effective July 1, 2021	Non-Rep
Jennifer Potter	Office Professional 1	SL	From Net Tech II to Office Professional 1 Continuing Position, effective July 1, 2021	TOPA
Jacqueline Collett	Teacher	MTS	From Secondary Teacher at TVA to Grade 5 Hi-Cap at MTS, effective the 2021-2022 school year	TEA
Michelle Moreno	Teacher	THE	From 1.0 FTE (2020-21 One Year Only) to 1.0 FTE, Grade 1 (2021-22 Continuing)	TEA
Theresa Johnson	Teacher	TVA	From THS to TVA	TEA
Katie Brueske	Teacher	EOE	From TVA to EOE	TEA
Sara Smith	Teacher	EOE	From MTS to EOE	TEA
Joanna Brown	Teacher	BMS	From 0.5 FTE to 1.0 FTE 2021-2022	TEA
Allison Bezanson	Teacher	LRE	From BLE to LRE	TEA
Allison Bezanson	Teacher	LRE	From 0.5 FTE Continuing to 1.0 FTE Continuing	TEA
Jody Halterman	Principal	TVA	From Assistant Principal at THS to Principal of TVA 0.5 FTE Continuing and 0.5 FTE One Year Only	ADMIN

**Resignation:**

Moses Kaber	Paraprofessional	BLE	Effective August 31, 2021	TAP
Debbie Coleman	Paraprofessional	ECLC	Resigning 4.0 hours on Fridays effective 21-22 school year	TAP
Adi Khalsa	Paraprofessional	THS	Effective August 31, 2021	TAP
Andrea Hart	Bus Driver	Transportation	Effective August 31, 2021	PSE
Sheryl Thompson	Cook	THS	Effective August 31, 2021	PSE
Patrick Belony	Substitute Custodian	B & G	Effective June 24, 2021	PSE
Kristi Martin	Teacher	BHHS	Effective June 29, 2021	TEA
<b>Retirement:</b>				
Michelle Milligan	Office Professional 6	BMS	Effective August 31, 2021	TOPA
Richard Cunha	Custodian	EOE	Effective June 30, 2021	PSE
Dale Munn	Custodian	BLE	Effective September 30, 2021	PSE
<b>Leaves:</b>				
Reid Mager	Paraprofessional	LRE	LOA starting June 10 through the remainder of the 2020-2021 school year	TAP
Laurie Furth	Paraprofessional	LRE	LOA starting September 7th, returning approximately January 4, 2022	TAP
Kyle Grunenfelder	Principal	TVA	0.5 LOA for the 2021/2022 school year	ADMIN
<b>Co-Curricular:</b>				
Sherelle Willingham	Summer School - Criminal Justice	NMSC		N/A
Lindsay Southworth	ESY Recovery Services Secondary - Summer Teacher	SS		N/A
Connor Brengan	Paraprofessional: Summer Enrichment Program	PGS		N/A
Josiah Downen	Paraprofessional: Summer Enrichment Program	BMS		N/A
Michaela Monson	Paraprofessional: Summer Enrichment Program	MTS		N/A
Emily Farden	Paraprofessional: Summer Enrichment Program	SS		TAP
Harriet Ferris	Paraprofessional: Summer Enrichment Program	SS		TAP



Amanda Pratt	Paraprofessional: Summer Enrichment Program	SS	TAP
Jennifer Rose	Paraprofessional: Summer Enrichment Program	SS	TAP
Gary Jacobson	Paraprofessional: Summer Enrichment Program	SS	TAP
Emily Dilworth	Paraprofessional: Summer Enrichment Program	BMS	TAP
Lauron Abrahamson	Paraprofessional: Summer Enrichment Program	PGS	TAP
Sarah Levoy	Paraprofessional: Summer Enrichment Program	SS	TAP
Christopher Jensen	Elementary Summer School	PGS	TEA
Rebecca Reed	Elementary Summer School	PGS	TEA
Alaura Caton	Elementary Summer School	PGS	TEA
Julie Hawkes	Elementary Summer School	PGS	TEA
Emily Cotey	Elementary Summer School	PGS	TEA
Kristin Calabrese	Elementary Summer School	PGS	TEA
Adrienne Johnson	Elementary Summer School	PGS	TEA
Rebecca Ande	Elementary Summer School	PGS	TEA
Jill Giudice	Elementary Summer School	PGS	TEA
Krista Mikealson	Elementary Summer School	PGS	N/A
Nguyen Tran	Elementary Summer School	PGS	N/A
Jacob Conklin	Elementary Summer School	PGS	N/A
Blake Mertens	Elementary Summer School	PGS	N/A
Ben McDonald	Middle School Summer School	BMS	TEA
Jaqueline Collett	Middle School Summer School	BMS	TEA

Cherie Andreassen	Middle School Summer School	BMS	TEA
Elaine Gilmour	Middle School Summer School	BMS	TEA
Adi Khalsi	Middle School Summer School	BMS	TEA
Aubry Steedman	Middle School Summer School	BMS	TEA
Zachary Duncan	Middle School Summer School	BMS	TEA
Jason Roberts	Middle School Summer School	BMS	TEA
Lisa Pearson	Middle School Summer School	BMS	TEA
Leeann Mueller	Middle School Summer School	BMS	TEA
Justine Overlie	Middle School Summer School	BMS	TEA
Angela Borovec	Middle School Summer School	BMS	TEA
Alicia Dixon	Middle School Summer School	BMS	N/A
Rebekah Thomas	Middle School Summer School	BMS	N/A
Scott Askew	Middle School Summer School	BMS	N/A
Kolton Hardcastle	Paraprofessional: Summer Enrichment Program	PGS	TAP

**Recommend Approval  
Of:**

Recommend approval to update salary schedule 14, Assistant Supervisor of Building and Grounds effective 2021/22 school year

Recommend approval to change title of Assistant Supervisor of Transportation to, Transportation Manager/HR Liaison

Recommend approval to update salary schedule 18, Transportation Manager/HR Liaison

Recommend approval to change title from Supervisor of Technology to Director of Technology

Recommend approval to issue a conditional certificate to Emilia Snow (French Teacher at BHHS/THS)

Recommend approval to add position, Director of Diversity, Equity and Inclusion and salary schedule

Recommend approval to add position, NMSC Summer School SPED Learning Assistant and salary schedule, as approved by New Market Skills Center

**Corrections:**

Correct Tracy Eisenberg's separation type from resignation to retirement, which was approved at the April 15 Board Meeting

Cassidy McQuiston hired as a Continuing Teacher for BMS, was approved at June 17th board meeting as EOE

➤ Payroll and Vouchers

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
<b><u>GENERAL FUND:</u></b>					
Payroll					
Payroll Taxes				\$	1,135,162.25
Direct Deposit				\$	3,507,339.25
Payroll Benefit Wire Transfer				\$	1,223,756.43
Accounts Payable - Payroll	72805722	to	72805739	\$	25,861.65
Accounts Payable	72218661	to	72218680	\$	99,215.96
Accounts Payable	77218681	to	72218702	\$	131,696.97
Accounts Payable	72218703	to	72218703	\$	2,046.00
Accounts Payable	72218704	to	72218730	\$	135,839.11
Accounts Payable	72218731	to	72218771	\$	263,555.56
Accounts Payable	72218772	to	72218788	\$	1,134,530.74
Accounts Payable	72218789	to	72218792	\$	422.13
Accounts Payable ACH				\$	88,601.35
Accounts Payable ACH				\$	302,255.90
Accounts Payable ACH				\$	618,168.33
Accounts Payable ACH				\$	58,220.67
Accounts Payable ACH				\$	36,269.94
Accounts Payable ACH				\$	(753.80)
Voided Warrants				\$	(753.80)
Accounts Payable - COMP TAX				\$	1,441.03
	<b>TOTAL GENERAL FUND:</b>				<b>\$ 8,763,629.47</b>
<b><u>CAPITAL PROJECTS FUND:</u></b>					
Accounts Payable	72012457	to	72012457	\$	29,164.32
Accounts Payable	72012458	to	72012458	\$	132.10
Accounts Payable	72012459	to	72012462	\$	51,372.27
Accounts Payable ACH				\$	704,347.83
Accounts Payable ACH				\$	144,010.45
Accounts Payable ACH				\$	24,382.53
Accounts Payable ACH				\$	74,359.63
Voided Warrants				\$	-
Accounts Payable - COMP TAX				\$	-
	<b>TOTAL CAPITAL PROJECTS FUND:</b>				<b>\$ 1,027,769.13</b>

**ASSOCIATED STUDENT BODY FUND:**

Accounts Payable	72441917	to	72441917	\$	250.00
Accounts Payable	72441918	to	72441918	\$	330.48
Accounts Payable	72441919	to	72441919	\$	26.00
Accounts Payable	72441920	to	72441925	\$	473.24
Accounts Payable ACH				\$	880.00
Accounts Payable ACH				\$	500.00
Accounts Payable ACH				\$	5,119.20
Accounts Payable ACH				\$	827.94
Voided Warrants					
Accounts Payable - COMP TAX/				\$	43.77
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>				<b>\$</b>	<b>8,450.63</b>

**PRIVATE  
PURPOSE FUND:**

Accounts Payable	72700561	to	72700561	\$	50.00
Accounts Payable ACH					
Accounts Payable - COMP TAX					
<b>TOTAL PRIVATE PURPOSE FUND:</b>				<b>\$</b>	<b>50.00</b>

**TRANSPORTATIO  
N VEHICLE FUND:**

Accounts Payable ACH					
<b>TOTAL TRANSPORTATION VECHILE FUND:</b>				<b>\$</b>	<b>-</b>

- Budget Status Report
- 2021-22 Fees
- Capital Projects-Acceptance of Contract As Complete: TSD Stadium Press Box Structural Repairs
- Capital Projects-THS Bldg 'C' Re-Roofing Architect Design Contract
- Capital Projects-Contract for Capital Project Planning - Săzăn

**Public Comment**

- Agenda and Non-Agenda Items: Becky Powell stated that 0 people signed up to address the Board on 0 different topics.

**Reports to the Board**

- Board Docs Presentation: Drew Wareham from Board Docs presented on this topic.
- Port of Olympia Presentation: Sam Gibboney from Port of Olympia presented on this topic.

**Action Items**

- Resolution No. 01-21-22, Waiver of 180 Day School Year Requirement for Conferences: Sean Dotson presented.  
**Scott Killough/Casey Taylor, M/S to approve Resolution No. 01-21-22, Waiver of 180 Day School Year Requirement for Conferences as presented. The motion passed unanimously.**

The Regular Board Meeting recessed at 6:20 PM to begin the Board Retreat.

The Regular Board Meeting reconvened and recessed at 8:03 PM for Executive Session to discuss Personnel Performance, Evaluation or Qualifications for Employment, pursuant to RCW 42.30.110(1)(g).

After Executive Session, the Regular Board meeting reconvened at 8:32 PM.

With no further business coming before the Board, the Regular Board Meeting adjourned at 8:33 PM.

Recorded by:  
Becky Powell

Signed this 12th day of August 2021.

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Board Member

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Board Secretary

## CONSENT AGENDA

- Personnel Report: Questions can be directed to Beth Scouller.
- Payroll and Vouchers: Questions can be directed to Jennifer Carrougher.
- Budget Status Report: Questions can be directed to Jennifer Carrougher.
- 21-22 School Board Meeting Schedule (Updated): Questions can be directed to Sean Dotson.
- Capital Projects – Acceptance of Contracts as Complete, THS Library & Hallway Lighting and BMS Kitchen Re-roofing: Questions can be directed to Mel Murray.
- Capital Projects – BHHS Hallway Finishes: Questions can be directed to Mel Murray.



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**Sean Dotson**  
 Superintendent

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August 12, 2021

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

*Preliminary*

<b>Employment:</b>				
Mikayla Kee	Paraprofessional	BHHS	Continuing (2021-2022)	TAP
Chelsi Yarger Weedon	Paraprofessional	BLE	One Year Only, effective 2021-2022 school year	TAP
Chelsea Grunenfelder	Teacher	MTS	0.4 FTE One-Year-Only (2021-2022)	TEA
Elizabeth Sproul	Teacher	EOE	1.0 FTE Continuing (2021-2022)	TEA
Nickcoal Metcalf	Paraprofessional	BMS	ESY 2020-2021	TAP
Harriet Ferris	Paraprofessional	Special Services	Continuing (2021-2022)	TAP
Zachary Suderman	Assistant Principal	THS	1.0 FTE One-Year-Only (2021-2022)	ADMIN
David Hansen	Teacher	THS	1.0 FTE Continuing (2021-2022)	TEA
Adam Griffin	Teacher	PGS	0.5 FTE One-Year-Only (2021-2022)	TEA
Alisha Perkinson	Teacher	EOE	1.0 FTE One-Year-Only (2021-2022)	TEA
Mario Ragazzo	Teacher	THS	1.0 FTE Continuing (2021-2022)	TEA
Theresa Pena-Nunez	Office Professional 6	BHHS	Continuing, effective 2021-2022 school year	TOPA
<b>Adjusted:</b>				
Dena Jordan	Labor Relations Coordinator	HR	From Labor Relations Coordinator to Transportation Manager/ HR Liaison effective July 9, 2021	Non-Rep
Nicole Deaton	Teacher	EOE	From Paraprofessional at MTS to Teacher at EOE	TAP
Jody Giuntoli	Paraprofessional	ECLC	From 6.0 hours per day at THS to 4.0 hours per day at ECLC	TAP
Teresa Sinclair	Custodian	PGS	From PGS to EOE as continuing evening custodian, effective September 1, 2021	PSE

Norma Hansen	Cook	PGS	From PGS to BMS continuing cook, effective September 7, 2021	PSE
Sunny Seng	Temporary Custodian	BMS	From Temporary Custodian to Substitute Custodian, effective July 8, 2021	PSE
Azar Salazar	Temporary Custodian	TMS	From Temporary Custodian to Substitute Custodian, effective July 8, 2021	PSE

**Resignation:**

Justin Skindell	Net Tech II	Technology	Effective July 23, 2021	NON-REP
Krista Craig	Substitute Bus Driver	Transportation	Effective July 29, 2021	PSE
Justin Foster	Substitute Bus Driver	Transportation	Effective August 11, 2021	PSE
Michael Stovall	Paraprofessional	TMS	Effective August 31, 2021	TAP

**Leaves:**

Colleen Bonner	Executive Assistant to the Director	NMSC	Intermittent LOA starting June 18, 2021 through the remainder of the 2020-2021 school year.	NON-REP
Jody Halterman	Principal	TVA	1.0 LOA from Assistant Principal position at THS for the 2021/2022 school year	ADMIN

**Co-Curricular:**

Corinne Dowd	Paraprofessional: Summer Enrichment Program	BMS	TAP
Michelle Mageo	ESY Secondary - Summer Teacher	MTS	N/A
Alexis Jasper	ESY Primary - Summer Teacher	MTS	N/A
Kylee Eichner	ESY Primary - Summer Teacher	MTS	N/A
Jenifer Slempe	ESY Paraprofessional	MTS	TAP
Jennifer Southworth	Paraprofessional: Summer Enrichment Program	PGS	TAP
Jayden Gregory	ESY Paraprofessional	MTS	TAP
Andrew Landowski	H.S. Marching Band Director	BHHS	TEA
Anett Hanna	SPED Pre-School Team Lead	ECLC	TEA

**Recommend Approval Of:**

Recommend approval to approve request from Katy Gallagher to be released from her 21/22 contract
Recommend approval to approve request from Lindsey Witcosky to be released from her 21/22 contract
Recommend approval to approve request from Jacqueline Collett to be released from her 21/22 contract
Recommend approval to approve request from Megan Olsen Enger to be released from her 21/22 contract

**Corrections:**

Rescind Jen Potters hire for OPI for Student Learning. Jen is staying as a Net Tech II effective July 1st, 2021.
Kristin Sperling listed as One Year Only (2021-2022) and is actually a Continuing Paraprofessional
Rescind Andie Harts Transportation Bus Driver Resignation effective July 16, 2021



# Tumwater School District

Affidavit covering payment of payroll, invoices, and voids for General Fund, Capital Projects Fund,  
Associated Student Body Fund, Private Purpose Trust Fund and Transportation Vehicle Fund for  
the month of July 2021.

2-13

DATE: August 12, 2021

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		\$ 1,171,263.26
Direct Deposit		\$ 1,227,070.37
Payroll Benefit Wire Transfer		\$ 3,472,481.81
Accounts Payable - Payroll	72805740 to 72805753	\$ 21,620.70
Accounts Payable	72218793 to 72218812	\$ 80,491.93
Accounts Payable	72218813 to 72218813	\$ 255.36
Accounts Payable	72218814 to 72218814	\$ 2,250.00
Accounts Payable	72218815 to 72218822	\$ 70,003.30
Accounts Payable	72218823 to 72218823	\$ 54.75
Accounts Payable	72218824 to 72218840	\$ 46,418.74
Accounts Payable	72218841 to 72218841	\$ 2,859.80
Accounts Payable	72218842 to 72218866	\$ 164,285.89
Accounts Payable	72218867 to 72218882	\$ 978,857.14
Accounts Payable	72218883 to 72218883	\$ 2,832.39
Accounts Payable	72218884 to 72218894	\$ 71,590.14
Accounts Payable	72218895 to 72218895	\$ 20,000.00
Accounts Payable	72218896 to 72218896	\$ 2,000.00
Accounts Payable ACH		\$ 7,693.61
Accounts Payable ACH		\$ 15,277.07
Accounts Payable ACH		\$ 465,427.40
Accounts Payable ACH		\$ 147,856.64
Accounts Payable ACH		\$ 32,639.34
Accounts Payable ACH		\$ 71,585.24
ACH Rejection		\$ (175.00)
Voided Warrants		\$ (834.91)
Accounts Payable - COMP TAX		\$ 1,392.44
<b>TOTAL GENERAL FUND:</b>		<b>\$ 8,075,197.41</b>
<b>CAPITAL PROJECTS FUND:</b>		
Accounts Payable	72012463 to 72012464	\$ 30,162.93
Accounts Payable	72012465 to 72012465	\$ 2,140.49
Accounts Payable	72012466 to 72012466	\$ 11,904.56
Accounts Payable	72012467 to 72012467	\$ 4,266.25
Accounts Payable	72012468 to 72012472	\$ 313,540.71
Accounts Payable ACH		\$ 722,340.61
Accounts Payable ACH		\$ 125,529.85
Accounts Payable ACH		\$ 511,552.79
Voided Warrants		\$ -
Accounts Payable - COMP TAX		\$ -
<b>TOTAL CAPITAL PROJECTS FUND:</b>		<b>\$ 1,721,438.19</b>
<b>ASSOCIATED STUDENT BODY FUND:</b>		
Accounts Payable	72441926 to 72441929	\$ 6,230.92
Accounts Payable	72441930 to 72441930	\$ 1,589.34
Accounts Payable ACH		\$ 365.77
Accounts Payable ACH		\$ 133.61
Accounts Payable ACH		\$ 25,526.90
Accounts Payable ACH		\$ -
Voided Warrants		\$ -
Accounts Payable - COMP TAX		\$ 269.73
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>		<b>\$ 34,116.27</b>
<b>PRIVATE PURPOSE FUND:</b>		
Accounts Payable	72700561 to 72700561	\$ -
Accounts Payable ACH		\$ 780.00
Accounts Payable - COMP TAX		\$ -
<b>TOTAL PRIVATE PURPOSE FUND:</b>		<b>\$ 780.00</b>
<b>TRANSPORTATION VEHICLE FUND:</b>		
Accounts Payable ACH		\$ -
<b>TOTAL TRANSPORTATION VEHICLE FUND:</b>		<b>\$ -</b>

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*



# 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**

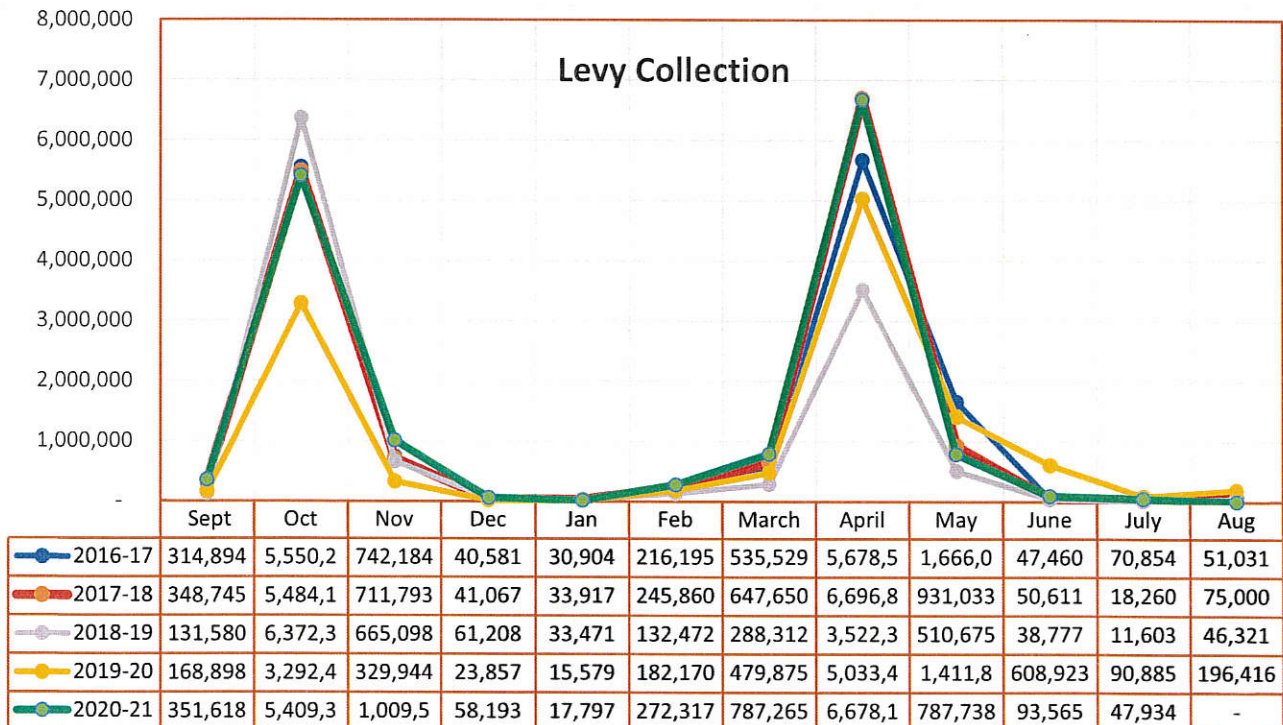
**FROM: Jennifer Carrougher, Executive Director of Financial Services**

**RE: Budget Status Reports – July 2021**

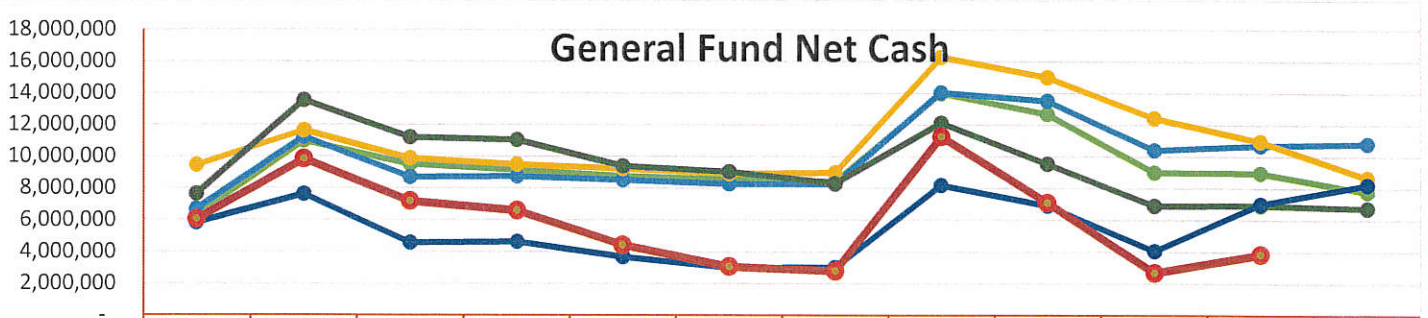
**Budget Status Report** - Attached are the July 2021 Budget Status reports for all five operating funds (General Fund, Capital Projects Fund, Debt Service Fund, ASB Fund and Transportation Vehicle Fund).

The following provides General Fund information for levy collections, net cash balance and monthly ending fund balance.

**Levy Collections** - The following graph shows the actual levy collections for 2016-17 through 2020-21 (September through July).

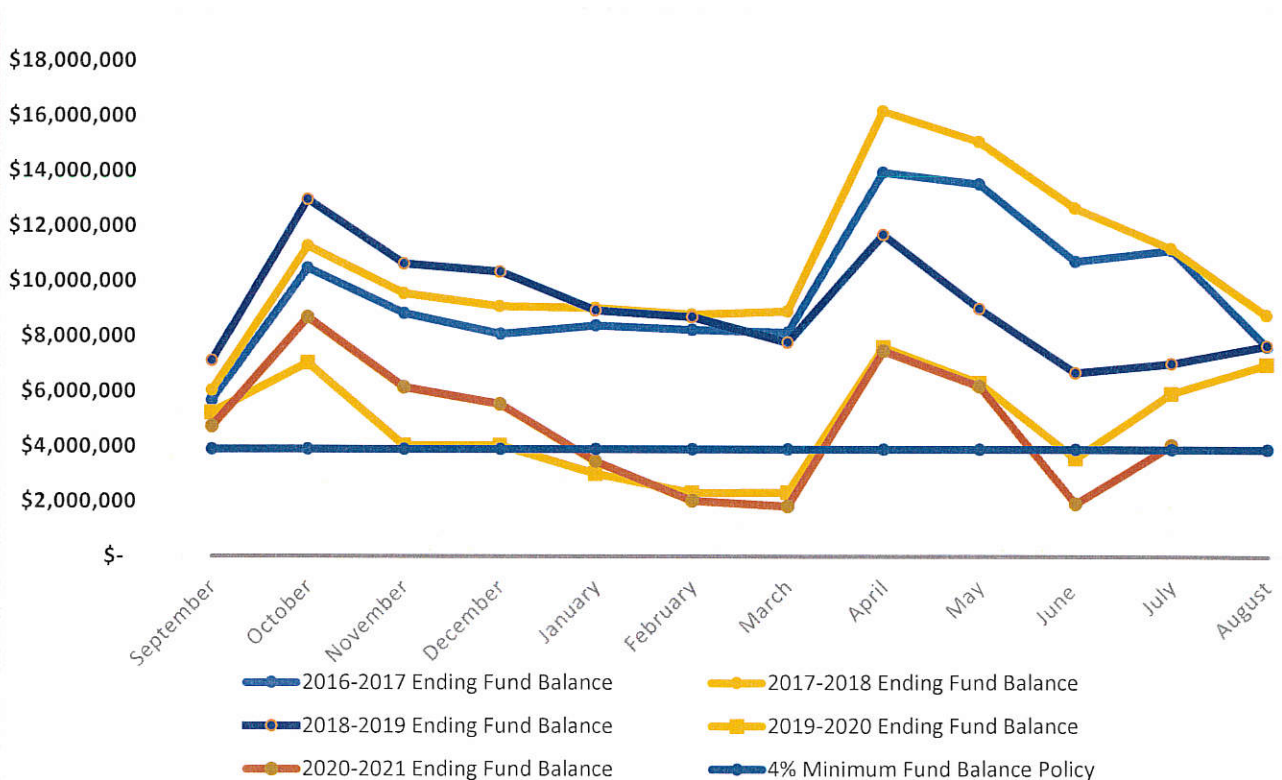


**General Fund Net Cash Balance** (cash less warrants outstanding): The following graph shows the district’s net cash balance for the periods 2015-16 through July 2021, which includes the cash balance of New Market Skill Center of \$1,280,182.



	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug
2015-16	6,271,23	10,978,8	9,521,90	9,140,40	8,762,25	8,557,51	8,408,20	13,982,8	12,672,1	8,993,94	8,972,12	7,785,12
2016-17	6,689,30	11,222,1	8,696,06	8,746,43	8,524,20	8,272,46	8,272,46	14,038,2	13,498,0	10,400,8	10,696,0	10,811,8
2017-18	9,451,17	11,623,3	9,888,05	9,486,44	9,227,80	8,927,39	8,984,75	16,277,8	14,996,3	12,427,1	10,965,5	8,687,32
2018-19	7,638,43	13,534,6	11,204,5	11,038,9	9,389,27	9,054,65	8,313,68	12,131,3	9,540,21	6,896,48	6,933,34	6,751,14
2019-20	5,828,69	7,619,02	4,567,61	4,617,03	3,656,59	2,997,62	3,021,28	8,180,94	6,896,82	4,046,20	6,999,28	8,238,77
2020-21	6,031,96	9,823,39	7,176,16	6,586,175	4,418,69	3,055,42	2,783,02	11,260,1	7,080,88	2,683,83	3,832,483	

**General Fund – Fund Balance:** The following chart provides the TSD General Fund Balance for the periods 2016-17 through July 2021. The straight line is the district’s required 4% minimum fund balance. The total fund balance for the district is \$4,057,802, which includes \$1,280,282 for New Market Skill Center. The district has an award of \$6.2M in ESSER funds that will be claimed subsequent to the 20-21 fiscal year.



● 2016-2017 Ending Fund Balance      ● 2017-2018 Ending Fund Balance  
 ● 2018-2019 Ending Fund Balance      ● 2019-2020 Ending Fund Balance  
 ● 2020-2021 Ending Fund Balance      ● 4% Minimum Fund Balance Policy

10--General Fund-- FUND BALANCE --- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of July, 2021

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	15,061,458	47,933.81	15,418,250.58		356,792.58-	102.37
2000 LOCAL SUPPORT NONTAX	2,913,955	18,433.02	447,932.78		2,466,022.22	15.37
3000 STATE, GENERAL PURPOSE	59,159,864	6,993,985.62	53,256,414.45		5,903,449.55	90.02
4000 STATE, SPECIAL PURPOSE	15,058,636	1,713,577.33	10,673,290.18		4,385,345.82	70.88
5000 FEDERAL, GENERAL PURPOSE	0	.00	84,555.47		84,555.47-	0.00
6000 FEDERAL, SPECIAL PURPOSE	3,514,153	432,255.40	3,491,172.10		22,980.90	99.35
7000 REVENUES FR OTH SCH DIST	10,000	.00	13,005.49		3,005.49-	130.05
8000 OTHER AGENCIES AND ASSOCIATES	137,500	.00	17,235.00		120,265.00	12.53
9000 OTHER FINANCING SOURCES	0	.00	1,750.00		1,750.00-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>95,855,566</u>	<u>9,206,185.18</u>	<u>83,403,606.05</u>		<u>12,451,959.95</u>	<u>87.01</u>
<u>B. EXPENDITURES</u>						
00 Regular Instruction	55,411,764	4,485,716.36	50,634,179.28	6,365,799.52	1,588,214.80-	102.87
10 Federal Stimulus	0	130,321.11	934,588.07	6,736.75	941,324.82-	0.00
20 Special Ed Instruction	10,936,342	1,031,076.44	11,120,764.49	2,020,110.53	2,204,533.02-	120.16
30 Voc. Ed Instruction	4,646,085	263,426.90	3,403,929.60	442,961.61	799,193.79	82.80
40 Skills Center Instruction	3,616,313	275,635.68	2,807,062.18	290,423.89	518,826.93	85.65
50+60 Compensatory Ed Instruct.	4,041,982	225,988.21	2,317,715.84	408,781.15	1,315,485.01	67.45
70 Other Instructional Pgms	357,489	110,026.58	269,101.56	36,263.01	52,124.43	85.42
80 Community Services	578,485	49,032.27	314,061.22	62,730.56	201,693.22	65.13
90 Support Services	18,090,262	1,397,509.53	15,942,961.55	2,998,538.51	851,238.06-	104.71
<u>Total EXPENDITURES</u>	<u>97,678,722</u>	<u>7,968,733.08</u>	<u>87,744,363.79</u>	<u>12,632,345.53</u>	<u>2,697,987.32-</u>	<u>102.76</u>
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>	1,823,156-	1,237,452.10	4,340,757.74-		2,517,601.74-	138.09
F. <u>TOTAL BEGINNING FUND BALANCE</u>	8,843,934		8,398,559.61			
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>	7,020,778		4,057,801.87			

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	.00
G/L 825 Restricted for Skills Center	1,069,858	1,280,181.76
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 RESERVE FOR DEBT SERVICE	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	1,000,000	.00
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 COMMITTED TO MIN FUND BALANCE P	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	103,745-	53,311.55
G/L 890 Unassigned Fund Balance	4,999,735	1,187,770.44-
G/L 891 Unassigned Min Fnd Bal Policy	0	3,907,149.00
<u>TOTAL</u>	7,020,778	4,057,801.87

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of July, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	800,000	18,218.18	1,648,119.28		848,119.28-	206.01
3000 State, General Purpose	0	20,776.97	133,984.15		133,984.15-	0.00
4000 State, Special Purpose	1,000,000	311,467.38	2,367,646.36		1,367,646.36-	236.76
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
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>1,800,000</b>	<b>350,462.53</b>	<b>4,149,749.79</b>		<b>2,349,749.79-</b>	<b>230.54</b>
<b>B. EXPENDITURES</b>						
10 Sites	375,000	53,972.76	102,520.84	92,833.78	179,645.38	52.09
20 Buildings	6,810,000	1,185,280.69	7,616,421.07	1,243,249.58	2,049,670.65-	130.10
30 Equipment	2,065,000	479,084.48	754,918.50	533,632.39	776,449.11	62.40
40 Energy	0	.00	101,333.80	0.00	101,333.80-	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	5,000	.00	1,440.00	0.00	3,560.00	28.80
90 Debt	0	.00	.00	0.00	.00	0.00
<b>Total EXPENDITURES</b>	<b>9,255,000</b>	<b>1,718,337.93</b>	<b>8,576,634.21</b>	<b>1,869,715.75</b>	<b>1,191,349.96-</b>	<b>112.87</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			
<b>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</b>						
	7,455,000-	1,367,875.40-	4,426,884.42-		3,028,115.58	40.62-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	11,322,000		11,625,729.72			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	3,867,000		7,198,845.30			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	170,000	266,106.88
G/L 830 RESERVE 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	5,500,000-	.00
G/L 862 Committed from Levy Proceeds	2,676,000	614,065.34
G/L 863 Restricted from State Proceeds	6,840,000	4,820,559.79
G/L 864 RESERVE FROM FEDERAL PROC	0	.00
G/L 865 Restricted from Other Proceeds	260,000	264,266.56
G/L 866 RESTRICTED-IMPACT PROCEEDS	630,000	2,260,664.38
G/L 867 RESTRICTED-MITIGATION FEES	715,000	885,496.24
G/L 869 Rsrvd UnDistib Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 ASSIGNED TO FUND PURPOSES	766,893	838,508.06
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	6,557,893	9,949,667.25
Differences	2,690,893-	2,750,821.95

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.

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of July, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES/OTHER FIN. SOURCES</b>						
1000 Local Taxes	13,215,877	37,108.88	13,507,529.80		291,652.80-	102.21
2000 Local Support Nontax	75,000	5,045.95	63,677.95		11,322.05	84.90
3000 State, General Purpose	120,000	45,301.75	365,389.65		245,389.65-	304.49
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	403,973	.00	403,973.00		.00	100.00
<b>Total REVENUES/OTHER FIN. SOURCES</b>	<b>13,814,850</b>	<b>87,456.58</b>	<b>14,340,570.40</b>		<b>525,720.40-</b>	<b>103.81</b>
<b>B. EXPENDITURES</b>						
Matured Bond Expenditures	14,414,354	.00	14,404,735.50	0.00	9,618.50	99.93
Interest On Bonds	4,317,337	.00	4,317,336.78	0.00	.22	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	100,000	.00	1,200.00	0.00	98,800.00	1.20
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>18,831,691</b>	<b>.00</b>	<b>18,723,272.28</b>	<b>0.00</b>	<b>108,418.72</b>	<b>99.42</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>						
	5,016,841-	87,456.58	4,382,701.88-		634,139.12	12.64-
<b>F. TOTAL BEGINNING FUND BALANCE</b>						
	11,335,000		11,599,065.16			
<b>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXXX		.00			
<b>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</b>						
	6,318,159		7,216,363.28			
<b>I. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		929,869.09			
G/L 830 Restricted for Debt Service	6,198,159		4,926,522.72			
G/L 835 Restricted For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 ASSIGNED TO FUND PURPOSES	120,000		1,359,971.47			
G/L 890 Unassigned Fund Balance	0		.00			
<b>TOTAL</b>	<b>6,318,159</b>		<b>7,216,363.28</b>			



40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS --- Revised --- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 -- August 31, 2021)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of July, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	716,593	533.38	76,786.06		639,806.94	10.72
2000 Athletics	359,835	60.00	101,350.97		258,484.03	28.17
3000 Classes	132,930	.00	214.00		132,716.00	0.16
4000 Clubs	216,444	53.64	29,976.63		186,467.37	13.85
6000 Private Moneys	21,378	9.72	19,448.51		1,929.49	90.97
<u>Total REVENUES</u>	<u>1,447,180</u>	<u>656.74</u>	<u>227,776.17</u>		<u>1,219,403.83</u>	<u>15.74</u>
<b>B. EXPENDITURES</b>						
1000 General Student Body	661,600	12,430.79	67,340.52	1,732.03	592,527.45	10.44
2000 Athletics	409,551	19,527.81	138,924.11	5,078.64	265,548.25	35.16
3000 Classes	97,125	.00	1,392.09	0.00	95,732.91	1.43
4000 Clubs	236,984	30.63	36,445.86	0.00	200,538.14	15.38
6000 Private Moneys	61,677	441.70	5,634.30	4,153.68	51,889.02	15.87
<u>Total EXPENDITURES</u>	<u>1,466,937</u>	<u>32,430.93</u>	<u>249,736.88</u>	<u>10,964.35</u>	<u>1,206,235.77</u>	<u>17.77</u>
<b>C. EXCESS OF REVENUES</b>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	<u>19,757-</u>	<u>31,774.19-</u>	<u>21,960.71-</u>		<u>2,203.71-</u>	<u>11.15</u>
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	597,126		703,435.60			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b>						
	XXXXXXXX		.00			
<b>F. TOTAL ENDING FUND BALANCE</b>						
<u>C+D + OR - E)</u>	577,369		681,474.89			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		16,075.00			
G/L 819 Restricted for Fund Purposes	581,569		628,719.76			
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			
<u>TOTAL</u>	<u>581,569</u>		<u>681,474.89</u>			
Differences	4,200-		.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.

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2020 (September 1, 2020 - August 31, 2021)

For the TUMWATER SCHOOL DISTRICT NO 33 School District for the Month of July, 2021

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	3,500	137.89	1,986.27		1,513.73	56.75
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	435,000	.00	.00		435,000.00	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
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>448,500</u>	<u>137.89</u>	<u>1,986.27</u>		<u>446,513.73</u>	<u>0.44</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>448,500</u>	<u>137.89</u>	<u>1,986.27</u>		<u>446,513.73</u>	<u>0.44</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	600,000	.00	.00	0.00	600,000.00	0.00
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>	<u>600,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>600,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>403,973</u>	<u>.00</u>	<u>403,973.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>555,473-</u>	<u>137.89</u>	<u>401,986.73-</u>		<u>153,486.27</u>	<u>27.63-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>570,350</u>		<u>569,999.34</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	<u>14,877</u>		<u>168,012.61</u>			
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	14,877		168,012.61			
G/L 830 RESERVE FOR DEBT SERVICE	0		.00			
G/L 835 Restrictd 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>	<u>14,877</u>		<u>168,012.61</u>			

# 2021-2022

## TSD BOARD MEETING SCHEDULE

### September 2021

September 9th: 6:00 pm Board Meeting at the District Office  
**September 23rd:** **5:00 pm Buildings & Grounds Discussion**  
September 23rd: 6:00 pm Board Work Session at the District Office

### October 2021

**October 14th:** 6:00 pm Board Meeting at the District Office  
**October 28th:** 8:00 am Learning Walk at Tumwater High School  
**October 28th:** 5:00 pm SIP Discussion w/Tumwater High Principal at the District Office  
**October 28th:** 6:00 pm Board Work Session at the District Office

### November 2021

**November 10th:** 8:30 am Learning Walk at Tumwater Middle School  
**November 10th:** 5:00 pm SIP Discussion w/Tumwater Middle Principal at the District Office  
**November 10th:** 6:00 pm Board Meeting at the District Office  
November 18th-21st: WSSDA Annual Conference

### December 2021

December 9th: 9:00am Learning Walk at Tumwater Hill Elementary  
December 9th: 5:00 pm SIP Discussion w/Tumwater Hill Principal at the District Office  
December 9th: 6:00 pm Board Meeting at the District Office  
*No second meeting in December due to break (Dec. 20th – Jan. 3rd)*

### January 2022

January 13th: 6:00 pm Board Meeting at the District Office  
January 27th: 9:00 am Learning Walk at Michael T. Simmons Elementary  
January 27th: 5:00 pm SIP Discussion w/Michael T. Simmons Principal at the District Office  
January 27th: 6:00 pm Board Workshop at the District Office

### February 2022

February 10th: 6:00 pm Board Meeting at the District Office  
February 24th: 9:30 am Learning Walk at Cascadia High School  
February 24th: 5:00 pm SIP Discussion w/Cascadia Principal at the District Office  
February 24th: 6:00pm Board Work Session at the District Office

## **March 2022**

March 10th: 6:00 pm Board Meeting at the District Office  
March 24th: 8:30 am Learning Walk at East Olympia Elementary  
March 24th: 5:00 pm SIP Discussion w/East Olympia Principal at the District Office  
March 24th: 6:00 pm Board Work Session at the District Office

## **April 2022**

April 14th: 6:00 pm Board Meeting at the District Office  
April 28th: 9:30 am Learning Walk at Tumwater Virtual Academy  
April 28th: 5:00 pm SIP Discussion w/TVA Principal at the District Office  
April 28th: 6:00pm Board Work Session at the District Office

## **May 2022**

May 12th: 6:00 pm Board Meeting at the District Office  
May 26th: 6:00 pm Board Work Session at the District Office

## **June 2022**

June 16th: 6:00 pm Board Meeting at the District Office  
*No second meeting due to graduation (THS-9th, BHHS-10th, CHS-TBD, NMHS-TBD)*

## **July 2022**

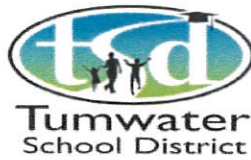
**July 14th:** 6:00 pm Board Meeting at the District Office  
July 28th: 6:00 pm Board Retreat at the District Office

## **August 2022**

August 11th: 6:00 pm Board Meeting at the District Office  
August 25th: 6:00 pm Board Work Session at the District Office

### *Please Note:*

*Board meetings are held at the District Office unless otherwise noted. The District will advertise online options for viewing board meetings remotely and any public health related information regarding board meeting in-person attendance.*



**DATE:** August 12, 2021  
**TO:** Tumwater School District Board of Directors  
**FROM:** Mel Murray, Director of Facilities  
**SUBJECT:** Consent Agenda:  
Acceptance of Contracts as Complete

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

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

**Tumwater High School Library & Hallway Lighting**

**Taurus Electric**

Initial Contract	\$78,000.00
Change Orders	\$ 0.00
<b>Contract Total</b>	<b>\$78,000.00</b>
Retainage 10%	\$ 7,800.00

**Bush Middle School Kitchen Re-roofing**

**Madsen Roofing**

Initial Contract	\$53,075.00
Change Orders	\$ 0.00
<b>Contract Total</b>	<b>\$53,075.00</b>
Retainage 10%	\$ 5,307.50

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**DATE:** August 12, 2021  
**TO:** Tumwater School District Board of Directors  
**FROM:** Mel Murray, Director of Facilities  
**SUBJECT:** Consent Agenda  
Capital Projects Contract Change Order

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Change Order #1 for the Black Hills High School Hallway Finishes construction contract is attached.

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

\*\*\*\*\*

**CHANGE ORDER**

OWNER X  
 ARCHITECT X  
 CONTRACTOR X  
 FIELD  
 OTHER

AIA Document G701

PROJECT:  
 Black Hills High School Hallway Finishes  
 A.G. West Black Hills High School  
 7741 Littlerock Road SW  
 Tumwater WA 98512

CHANGE ORDER NO.: 1  
 DATE: 8/4/2021

TO CONTRACTOR:  
 Great NW Finishes  
 P.O. Box 1103  
 Yelm, WA 98597

ARCHITECT'S PROJECT NO.: 2020-024  
 CONTRACT DATE: 2/25/2021  
 CONTRACT FOR: Construction

The Contract is changed as follows:

- 1. Include CCD 1, Repair uneven column finishes \$ 1,583.01
- 2. Include CCD 2, Addition of PAC walls to project scope. \$ 6,981.68

**Total Change Order # 1** **\$8,564.69**

This change order provides for all compensation arising directly or indirectly for this work including money, time and impact compensation.

**Not valid until signed by the Owner, Architect and Contractor.**

The original (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) was	\$236,155.82
Net change by previously authorized Change Orders	\$0.00
The (Contract Sum) ( <del>Guaranteed maximum Price</del> ) prior to this Change Order was	\$236,155.82
The (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) will be (increased) ( <del>decreased</del> ) (unchanged) by this Change Order in the amount of	\$8,564.69
The new (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) including this Change Order will be	\$244,720.51

The Contract Time will be (increased) (~~decreased~~) (unchanged) by sixty-eight calendar (68) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is: Friday, August 6, 2021

NOTE: This summary does not reflect changes in the Contract sum, Contract Time or Guaranteed Maximum Price which will have been authorized by Construction Change Directive.

Tovani Hart, PC	Great NW Finishes	Tumwater School District
ARCHITECT	CONTRACTOR	OWNER
609 A Columbia St. SW	PO box 1103	621 Linwood Ave SW
ADDRESS	ADDRESS	ADDRESS
Olympia, WA 98501	Yelm, WA 98597	Tumwater WA 98512
ADDRESS	ADDRESS	ADDRESS
BY	BY	BY
DATE 08/09/2021	DATE 08/04/2021	DATE 8/4/21

## **REPORTS TO THE BOARD**

- 1<sup>st</sup> Reading, Policy 4311-School Safety and Security Services Program - NEW:  
Shawn Batstone will present on this topic.
- 1<sup>st</sup> Reading, Policy 3207-Prohibition of Harassment, Intimidation and Bullying:  
Shawn Batstone will present on this topic.
- 1<sup>st</sup> Reading, Policy 3241-Student Discipline: Shawn Batstone will present on this topic.
- Preliminary Budget Review: Jennifer Carrougher will present on this topic.



**Tumwater School District  
Board Policy**

**SCHOOL SAFETY AND SECURITY SERVICES PROGRAM**

At the beginning of each school year, if the district has safety and security staff working on school property, the district must present to and discuss with students, and distribute to students' families, information about the role and responsibilities of safety and security staff.

"Safety and security staff" means a school resource officer, a school security officer, a campus security officer, and any other commissioned or noncommissioned employee or contractor, whose primary job duty is to provide safety or security services for a public school.

"School resource officer" (SRO) means a commissioned law enforcement officer in the state of Washington with sworn authority to make arrests, deployed in community-oriented policing, and assigned by the employing police department or sheriff's office to work in schools to build positive relationships with students and address crime and disorder problems, gangs, and drug activities affecting or occurring in or around K-12 schools. School resource officers should focus on keeping students out of the criminal justice system when possible and should not be used to attempt to impose criminal sanctions in matters that are more appropriately handled within the educational system.

**Purpose**

The purpose of the Tumwater School District safety and security services program is to improve school safety and the educational climate at the school. The safety and security staff shall be integrated into the school community through participation in faculty and student meetings and assemblies as appropriate. They shall support a positive school climate by developing positive relationships with students, parents, and staff, and by helping to promote a safe, inclusive, and positive learning environment. Safety and security staff are valuable team members of School Based Threat Assessment Teams, which are preventative in purpose.

**Limitations**

The primary responsibility for maintaining proper order and conduct in the schools resides with school principals or their designee, with the support of other school staff. Principals or their designee maintain order and handle all student discipline matters consistent with Student Discipline Policy and Procedure 3241. A school resource officer is prohibited from becoming involved in formal school discipline situations that are the responsibility of school administrators.

## **Requests for Intervention**

Teachers and school administrators may ask safety and security staff to intervene if a student's presence poses an immediate and continuing danger to others or an immediate and continuing threat of material and substantial disruption of the educational process or in other emergency circumstances consistent with 3432 – Emergencies. Safety and security staff do not need to be asked before intervening in emergencies.

## **Law Enforcement Activity and Immigration Enforcement**

As a general rule, law enforcement activity should take place at a location other than school premises. However, there are circumstances where law enforcement intervention/activity at school premises is warranted and may be conducted by an SRO. These law enforcement activities by an SRO may include interviews and interrogations; search of a student's person, possessions, or locker; citations, filing of delinquency petitions, referrals to a probation officer, actual arrests, and other referrals to the juvenile justice system, consistent Policy 3230 – Student Privacy and Searches, and effective January 1, 2022, consistent with state law regarding a juvenile's access to an attorney when contacted by law enforcement.

The SRO duties do not extend to immigration enforcement and the SRO will not inquire into or collect information about an individual's immigration or citizenship status, or place of birth. Neither will the SRO provide information pursuant to notification requests from federal immigration authorities for the purposes of civil immigration enforcement, except as required by law.

## **Annual Review and Adoption of Agreements with Law Enforcement Agencies or Security Guard Companies**

If a law enforcement agency or security guard company supplies safety and security staff to work on school property when students are expected to be present, the district must annually review and adopt an agreement with the law enforcement agency or security guard company. The agreement must:

A. Include a clear statement regarding safety and security staff duties and responsibilities related to student behavior and discipline that: prohibits a school resource officer from becoming involved in formal school discipline situations that are the responsibility of school administrators; acknowledges the role of a school resource officer as a teacher, informal counselor, and law enforcement officer, recognizes that trained safety and security staff know when to informally interact with students to reinforce school rules and when to enforce the law; clarifies the circumstances under which teachers and school administrators may ask safety and security staff to intervene with a student; explains how safety and security staff will be engaged in creating a positive school climate and positive relationships with students; and describes the process for families to file complaints with the school and, when applicable, the local law enforcement agency or the company that provides the safety and security staff on contract related to safety and security staff and a

process for investigating and responding to complaints;

B. Include a jointly determined hiring and placement process and a performance evaluation process; and

C. Either confirm that the safety and security staff have completed training series documentation provided by the educational service district or describe the plan for safety and security staff to complete the training series required by law.

The agreement review and adoption process must involve parents, students, and community members.

The superintendent or designee will develop additional procedures to implement this policy.

Cross References:

- 2121 - Substance Abuse Program
- 2145 - Suicide Prevention
- 2161 - Special Education and Related Services for Eligible Students
- 2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
- 3143 - Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm
- 3225 - School-Based Threat Assessment
- 3226 - Interviews and Interrogations of Students on School Premises
- 3230 - Student Privacy and Searches
- 3432 - Emergencies
- 3241 - Student Discipline
- 3246 - Restraint, Isolation and Other Uses of Reasonable Force
- 4210 - Regulation of Dangerous Weapons on School Premises
- 4310 - District Relationships with Law Enforcement and other Government Agencies

Legal References:

- RCW 10.93.160 Immigration and citizenship status – Law enforcement agency restrictions
- RCW 26.44.030 Reports--Duty and authority to make--Duty of receiving agency--Duty to notify--Case planning and consultation--Penalty for unauthorized exchange of

information--Filing dependency petitions--Investigations--  
Interviews of children--Records--Risk assessment process  
RCW 26.44.050 Abuse or neglect of child — Duty of law  
enforcement agency or department of children, youth, and  
families — Taking child into custody without court order,  
when

RCW 26.44.110 Information about rights — Custody with-  
out court order — Written statement required — Contents

RCW 26.44.115 Child taken into custody under court order  
— Information to parents

RCW 28A.300.640 School-based threat assessment pro-  
gram – Model policy and procedure

RCW 28A.300.645 Monitoring and data collection--Com-  
prehensive safe school plans, student distress, and  
school-based threat assessment programs

RCW 28A.320.124 School resource officer programs

SHB 1140, Chapter 328, Laws of 2021 Law Enforcement  
Contact with Juveniles – Access to Attorney

20 U.S.C. 1232g; 34 CFR Part 99 Family Educational  
Rights and Privacy Act

Management Resources: 2020 - May Issue

**ADOPTION DATE:**

**Tumwater School District  
Board Policy**

**PROHIBITION OF HARASSMENT,  
INTIMIDATION AND BULLYING**

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentionally written message or image — including those that are electronically transmitted — verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

1. Physically or emotionally harms a student or damages the student's property.
2. Has the effect of substantially interfering with a student's education.
3. Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
4. Has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

"Other distinguishing characteristics" can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status and weight.

"Intentional acts" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

**Behaviors/Expressions**

This policy recognizes that 'harassment', 'intimidation', and 'bullying' are separate but related behaviors. Each must be addressed appropriately. The accompanying procedure differentiates the three behaviors; however, the differentiation should not be considered part of the legal definition of these behaviors.

Harassment, intimidation or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

### **Training**

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful and inclusive learning community and shall be implemented in conjunction with comprehensive training of staff and volunteers. **Specific training requirements are included in the accompanying procedure.**

### **Prevention**

The district will provide students with strategies aimed at preventing harassment, intimidation and bullying. In its efforts to train students, the district will seek partnerships with families, law enforcement and other community agencies.

### **Interventions**

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the perpetrator, and to restore a positive school climate.

The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

### **Students with Individual Education Plans or Section 504 Plans**

**If allegations are proven that a student with an Individual Education Plan (IEP) or Section 504 Plan has been the aggressor or target of harassment, intimidation or bullying, the school will convene the student's IEP or Section 504 team to determine whether the incident had an impact on the student's ability to receive a free, appropriate public education (FAPE). The meeting should occur regardless of whether the harassment, intimidation, or bullying incident was based on the student's disability. During the meeting, the team will evaluate issues such as the student's academic performance, behavioral issues, attendance, and participation in extracurricular activities. If a determination is made that the student is not receiving a FAPE as a result of the harassment, intimidation, or bullying incident, the district will provide additional services and supports as deemed necessary, such as counseling, monitoring and/or reevaluation or revision of the student's IEP or Section 504 plan, to ensure the student receives a FAPE.**

### **Retaliation/False Allegations**

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying **or participating in an investigation.** It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

### **Evaluation of Effectiveness**

~~Each site will collect and review school climate data annually as part of an ongoing review of the effectiveness of the implementation of this policy, and as part of its overall site improvement efforts. A purpose of this review will be to identify patterns of problematic behavior that might benefit from a systemic response.~~

### **Compliance Officer**

The superintendent will appoint a compliance officer as the primary district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The district compliance officer will participate in at least one mandatory training opportunity offered by OSPI.

The superintendent is authorized to direct the implementation of procedures addressing the elements of this policy.

**Cross References:**

- 2161 - Special Education and Related Services for Eligible Students
- 3205 - Sexual Harassment of Students Prohibited
- 3210 - Nondiscrimination
- 3211 - Gender-Inclusive Schools
- 3241 - Student Discipline

Legal Reference: RCW 28A.300.285 Harassment, intimidation and bullying prevention policies  
WAC 392-190-059 Harassment, intimidation and bullying prevention policy and procedure – school districts.

Management Resources: ~~Policy News, 12/10~~ Harassment, Intimidation and Bullying Policy Strengthened  
~~Policy News, 4/08~~ Cyberbullying Policy Required  
~~Policy News, 4/02~~ Leg. Passes and Anti-Bullying Bill

- 2019 - August Policy Alert
- 2019 - July Policy Issue
- Office for Civil Rights Dear Colleague Letter: Responding to Bullying of Students with Disabilities (OCR 10/21/2014)
- 2014 - December Issue
- 2010 - December Issue
- 2008 - April Issue
- 2002 - April Issue

**ADOPTED: January 24, 2003**

**REVISED: August 23, 2007; August 25, 2011; October 24, 2013**

**Tumwater School District  
Board Policy**

**PROHIBITION OF HARASSMENT,  
INTIMIDATION AND BULLYING**

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentionally written message or image — including those that are electronically transmitted — verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

1. Physically or emotionally harms a student or damages the student's property.
2. Has the effect of substantially interfering with a student's education.
3. Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
4. Has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

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**Training**

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### **Prevention**

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The superintendent is authorized to direct the implementation of procedures addressing the elements of this policy.

Legal Reference: RCW 28A.300.285

Harassment, intimidation and bullying prevention policies

Management Resources: *Policy News*, 12/10

Harassment, Intimidation and Bullying *Policy Strengthened*

*Policy News*, 4/08

*Cyberbullying Policy Required*

*Policy News*, 4/02

*Leg. Passes and Anti-Bullying Bill*

**ADOPTED: January 24, 2003**

**REVISED: August 23, 2007; August 25, 2011; October 24, 2013**

**Tumwater School District  
Board Policy**

**STUDENT DISCIPLINE**

**Introduction/Philosophy/Purpose**

The Board of the Tumwater School District focuses on the educational achievement of each and every student. The District holds high expectations for all students and gives all students the opportunity to achieve personal and academic success. "Discipline" means any action taken by the school district in response to behavioral violations, including exclusionary as well as positive and supportive forms of discipline. The Board intends that this policy and procedure be implemented in a manner that supports positive school climate, maximizes instructional time, and increases equitable educational opportunities.

The purposes of this policy and accompanying procedure include:

- Engaging with school personnel, students, parents, families, and the community in decisions related to the development and implementation of discipline policies and procedures;
- Supporting students in meeting behavioral expectations, including providing for early involvement of parents and families;
- Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible;
- Providing educational services that students need to complete their education without disruption;
- Facilitating collaboration between school personnel, students, parents, and families to support successful reentry into the classroom following a suspension or expulsion;
- Ensuring fairness, equity, and due process in the administration of discipline;
- Implementing culturally responsive discipline that provides every student the opportunity to achieve personal and academic success;
- Providing a safe environment for all students and for district employees;

**Rights and Responsibilities/District Commitment**

The Board recognizes the negative and disproportionate impact of exclusionary discipline practices and is committed to:

- Identifying and addressing discipline policies and practices that perpetuate educational opportunity gaps;
- Proactively implementing discipline practices that support students in meeting behavioral expectations without losing access to instruction.

The District will observe students' fundamental rights and will administer discipline in a manner that does not:

1. Unlawfully discriminate against a student on the basis of sex, race, creed, religion, color, national origin, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal;
2. Deprive a student of the student's constitutional right to freedom of speech and press, the constitutional right to peaceably assemble and to petition the government and its representatives for a redress of grievances, the constitutional right to the free exercise of religion and to have the student's school free from sectarian control or influence, subject to reasonable limitations upon the time, place, and manner of exercising the right;
3. Deprive a student of the student's constitutional right to be secure in the student's person, papers, and effects against unreasonable searches and seizures;
4. Unlawfully interfere in a student's pursuit of an education while in the custody of the school district; or
5. Deprive a student of the student's right to an equal educational opportunity, in whole or in part, by a school district without due process of law.

This District's student discipline policy and procedure is designed to provide students with a safe, healthy, and educationally sound environment. Students are expected to be aware of and comply with this policy and procedure, including behavioral expectations that respect the rights, person, and property of others. Students are also expected to pursue the required course of studies. Students and staff are expected to work together to develop a positive climate for learning.

### **Development and Review**

Accurate and complete reporting of all disciplinary actions, including the associated student-level information, behavioral violations, and other forms of discipline the district considered or attempted, is essential for effective review of this policy; therefore, the district will ensure such reporting.

The district will collect data on disciplinary actions administered in each school, as required by RCW [28A.300.042](#), and any additional data required under other district policies and procedures.

The District will ensure that school principals confer with certificated building employees at least annually to develop and/or review building discipline standards and review the fidelity of implementation of those standards. At each district school, principals and certificated staff will develop written school procedures for administering discipline at their school with the participation of other school personnel, students, parents, families, and the community. Each school will:

1. Establish behavioral expectations with students and proactively teach expectations across various school settings.
2. Develop precise definitions for problem behaviors and behavioral violations to address differences in perceptions of subjective behaviors and reduce the effect of implicit bias.

3. Define the differences between minor and major behavior incidents to clarify the types of behaviors that may or may not result in classroom exclusion or are severe enough that an administrator needs to be involved.
4. Identify a continuum of best practices and strategies for classroom-based responses that building staff should administer before or instead of classroom exclusion to support students in meeting behavioral expectations.

Schools handbooks, codes of conduct, and building discipline standards must not conflict with this policy, accompanying procedures, or other Board policies. A school's building discipline standards must be annually approved by the district superintendent or designee.

School principals will ensure teachers and other school personnel receive adequate support to effectively implement a continuum of identified best practices and strategies that:

1. Focus on prevention to reduce the use of exclusionary discipline practices;
2. Allow the exercise of professional judgment and skill sets; and
3. May be adapted to individual student needs in a culturally responsive manner.

School principals will confer with certificated building employees at least annually to establish criteria for when certificated employees must complete classes to improve classroom management skills.

The District will periodically review and further develop this policy and procedure with the participation of school personnel, students, parents, families, and the community. As part of this development and review process, the district will use disaggregated data collected under RCW [28A.300.042](#) to monitor the impact of student discipline practices as well as to improve fairness and equity in the administration of student discipline. Discipline data must be disaggregated by:

1. School.
2. Student groups, including by gender, grade level, race/ethnicity (including further disaggregation of federal race and ethnicity categories in accordance with RCW [28A.300.042\(1\)](#) and [CEDARS](#) Appendices Y and Z), low-income, English language learner, migrant, special education, Section 504, foster care, and homeless.
3. Behavioral violation.
4. Discipline types, including classroom exclusion, in-school suspension, short-term suspension, long-term suspension, emergency expulsion, and expulsion.

The District will follow the practices outlined in guidance from the [Race and Ethnicity Student Data Task Force](#) when disaggregating broader racial categories into subracial and subethnic categories. The District will consider student program status and demographic information (i.e. gender, grade-level, low-income, English language learner, migrant, special education, Section 504, foster care, and homeless) when disaggregating student race and ethnicity data to identify any within-group variation in school discipline experiences and outcomes of diverse student groups. This process may include

reviewing data to prevent and address discrimination against students in protected classes identified in chapters [28A.640](#) and [28A.642](#) RCW, however, the District will ensure it reviews disaggregated discipline data in accordance with WAC 392-190-048 at least annually.

The District will support each school to:

- set at least one goal annually for improving equitable student outcomes;
- create an actions plan or plans;
- evaluate previous goals and action plans; and
- revise goals and action plans, based on evaluations.

Schools will share identified goals and action plans with all staff, students, parents, families, and the community.

### **Distribution of Policies and Procedures**

The District will make the current version of this policy and procedure available to families and the community. The District will annually provide this policy and procedure to all District personnel, students, parents, and families, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964.

The District will ensure district employees and contractors are knowledgeable of this student discipline policy and procedure. At the building level, schools will annually provide the current building discipline standards, developed as stated above, to all school personnel, students, parents, and families, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964. Schools will ensure all school personnel are knowledgeable of the school building discipline standards. Schools are encouraged to provide discipline training developed under RCW [28A.415.410](#) to support implementation of this policy and procedure to all school staff as feasible.

### **Application**

This policy and accompanying procedure will be construed in a manner consistent with Washington law as stated in WAC 392-400-020.

Cross References:	2121 - Substance Abuse Program
	2161 - Special Education and Related Services for Eligible Students
	2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
	3122 - Excused and Unexcused Absences
	3200 – Rights and Responsibilities

3210 - Nondiscrimination  
3244 - Prohibition of Corporal Punishment  
3520 - Student Fees, Fines, or Charges  
4210 - Regulation of Dangerous Weapons on School Premises  
4218 - Language Access Plan

Legal References:

RCW 9.41.280 Possessing dangerous weapons on school facilities — Penalty — Exceptions  
RCW 28A.150.240 Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty  
Chapter 28A.225, RCW Compulsory school attendance and admission  
Chapter 28A.320, RCW Provisions applicable to all districts  
RCW 28A.400.100 Principals and vice principals — Employment of — Qualifications — Duties  
RCW 28A.400.110 Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills  
Chapter 28A.600 RCW, Students  
WAC 392-190-048 Access to course offerings – Student discipline  
Chapter 392-400, WAC Pupils  
34 CFR Part 100.3 Regulations implementing Civil Rights Act of 1964  
42 U.S.C. 2000d et seq. Civil Rights Act of 1964

Management Resources:

2019 – April Policy Alert  
2018 - August Issue  
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**ADOPTION DATE:** September 12, 2019  
**REVISION DATE:**

**Tumwater School District  
Board Policy**

**STUDENT DISCIPLINE**

“Discipline” means any action taken by the school district in response to behavioral violations. Discipline is not necessarily punitive, but can take positive and supportive forms. Data show that a supportive response to behavioral violation is more effective and increases equitable educational opportunities. The purposes of this policy and accompanying procedure include:

- Engaging with families and the community and striving to understand and be responsive to cultural context
- Supporting students in meeting behavioral expectations, including providing for early involvement of parents
- Administering discipline in ways that respond to the needs and strengths of students and keep students in the classroom to the maximum extent possible
- Providing educational services that students need during suspension and expulsion
- Facilitating collaboration between school personnel, students, and parents, and thereby supporting successful reentry into the classroom following a suspension or expulsion
- Ensuring fairness, equity, and due process in the administration of discipline
- Providing every student with the opportunity to achieve personal and academic success
- Providing a safe environment for all students and for district employees

The Superintendent or designee shall establish and make available rules of student conduct, designed to provide students with a safe, healthy, and educationally sound environment. Students are expected to be aware of the district’s rules of student conduct, including behavior standards that respect the rights, person, and property of others. Students and staff are expected to work together to develop a positive climate for learning.

**Minimizing exclusion, engaging with families, and supporting students**

Unless a student’s presence poses an immediate and continuing danger to others or an immediate and continuing threat to the educational process, staff members must first attempt one or more forms of other forms of discipline to support students in meeting behavioral expectations before imposing classroom exclusion, short-term suspension, or in-school suspension. Before imposing a long-term suspension or expulsion, the district must first consider other forms of discipline.

These other forms of discipline may involve the use of best practices and strategies included in the state menu for behavior developed under RCW 28A.165.035. The

accompanying procedure will identify a list of other forms of discipline for staff use. However, staff members are not restricted to that list and may use any other form of discipline compliant with WAC 392-400-025(9).

School personnel must make every reasonable attempt to involve parents and students to resolve behavioral violations. The district must ensure that associated notices, hearings, conferences, meetings, plans, proceedings, agreements, petitions, and decisions are in a language the student and parents understand; this may require language assistance. Language assistance includes oral and written communication and further includes assistance to understand written communication, even if parents cannot read any language. The district's use of suspension and expulsion will have a real and substantial relationship to the lawful maintenance and operation of the school district, including but not limited to, the preservation of the health and safety of students and employees and the preservation of an educational process that is conducive to learning.

As described in the procedures, the district will offer educational services to students during suspension or expulsion. When the district administers a long-term suspension or expulsion, the district will timely hold a reengagement meeting and collaborate with parents and students to develop a reengagement plan that is tailored to the student's individual circumstances, in order to return the student to school successfully. Additionally, any student who has been suspended or expelled may apply for readmission at any time.

### **Staff authority**

District staff members are responsible for supervising students during the school day, during school activities, whether on or off campus, and on the school bus. Staff members will seek early involvement of parents in efforts to support students in meeting behavioral expectations. The Superintendent has general authority to administer discipline, including all exclusionary discipline. The Superintendent will identify other staff members to whom the Superintendent has designated disciplinary authority. After attempting at least one other form of discipline, teachers have statutory authority to impose classroom exclusion for behaviors that disrupt the educational process. Because perceptions of subjective behaviors vary and include implicit or unconscious bias, the accompanying procedures will seek to identify the types of behaviors for which the identified district staff may administer discipline.

### **Ensuring fairness, providing notice, and an opportunity for a hearing**

When administering discipline, the district will observe all of the student's constitutional rights. The district will notify parents as soon as reasonably possible about classroom exclusion and attempt to contact the student's parent/guardian before administering any suspension or expulsion. The district will provide opportunities for parent participation during an initial hearing with the student per WAC 392-400-450. The district will provide parents with written notice, consistent with WAC 392-400-455, of a suspension or expulsion no later than one school business day following the initial hearing. As stated above, language assistance includes oral and written communication and further includes assistance to understand written communication, even if parents cannot read any



language. The district has established procedures for review and appeal of suspensions, expulsions, and emergency expulsions, consistent with WAC 392-400-430 through 392-400-530.

The district has also established procedures to address grievances of parents or students related to other forms of discipline, classroom exclusion, and exclusion from transportation or extra-curricular activity. The grievance procedures include an opportunity for the student to share his or her perspective and explanation regarding the behavioral violation.

### **Development and review**

Accurate and complete reporting of all disciplinary actions, including the behavioral violations that led to them, is essential for effective review of this policy; therefore, the district will ensure such reporting.

The district will periodically collect and review data on disciplinary actions taken against students in each school. The data will be disaggregated into subgroups as required by RCW 28A.300.042, including students who qualify for special education or Section 504. The data review must include short-term suspensions, long-term suspensions, and expulsions. The district will invite school personnel, students, parents, families, and the community to participate in the data review. The purpose of the data review is to determine if disproportionality exists; if disproportionality is found, the district will take action to ensure that it is not the result of discrimination and may update this policy and procedure to improve fairness and equity regarding discipline.

### **Distribution of policies and procedures**

The school district will make its discipline policies and procedures available to families and the community. The district will annually provide its discipline policies and procedures to all district personnel, students, and parents, which may require language assistance for students and parents with limited-English proficiency under Title VI of the Civil Rights Act of 1964. The school district will ensure district employees and contractors are knowledgeable of the discipline policies and procedures.

Cross References:	2121 - Substance Abuse Program
	2161 - Special Education and Related Services for Eligible Students
	2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
	3122 - Excused and Unexcused Absences
	3200 – Rights and Responsibilities
	3210 - Nondiscrimination
	3244 - Prohibition of Corporal Punishment
	3520 - Student Fees, Fines, or Charges

4210 - Regulation of Dangerous Weapons on School Premises

4218 - Language Access Plan

Legal References:

RCW 9A.16.100 Use of force on children — Policy — Actions presumed unreasonable

RCW 9A.41.280 Possessing dangerous weapons on school facilities — Penalty — Exceptions

RCW 28A.150.240 Certificated teaching and administrative staff as accountable for classroom teaching — Scope — Responsibilities — Penalty

Chapter 28A.225, RCW Compulsory school attendance and admission

Chapter 28A.320, RCW Provisions applicable to all districts

RCW 28A.400.100 Principals and vice principals — Employment of — Qualifications — Duties

RCW 28A.400.110 Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills

Chapter 28A.600 RCW, Students

WAC 392-190-048 Access to course offerings – Student discipline

Chapter 392-400, WAC Pupils

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**REVISION DATE:**



# Tumwater School District

Dr. Sean Dotson  
Superintendent

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

## MEMORANDUM

**DATE:** August 6, 2021

**TO:** School Board  
Superintendent

**FROM:** Becky Powell

**RE:** Reports to the Board  
Preliminary Budget Review

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Human Resources and Financial Services are taking all time available to provide the most updated information possible. This document will be shared with you by next Wednesday, August 11, 2021.

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

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