



Regular Meeting Minutes
Steilacoom Historical School District Professional Development Center
December 18, 2024

I. CALL TO ORDER

Chair Scott called the meeting to order at 6:00 p.m.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Director Tinsley made a motion to excuse Director Rohrer, Director McDonald seconded the motion, and the motion passed (4/0).

Directors Lewis, McDonald, Scott, and Tinsley present.

Chair Scott asked if anyone had any questions about the agenda. No questions.

Director McDonald made a motion to approve the agenda, Director Tinsley seconded the motion, and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. REPORTS

A. Steilacoom High School Athletics Recap

Tracy Garza, Steilacoom High School Assistant Principal and Athletic Director, shared an athletics recap highlighting the successes of SHS's fall athletics season.

Director McDonald asked about Special Olympics athletes. Ms. Garza shared the school has just begun the Unified Sports basketball program which practices during WIN time.

B. Budget Status Report

Dr. Weight shared budget status reports for all funds as of the end of November 2024, along with charts and data showing monthly attendance, general fund balance, and general fund cash balance.

C. Legislative Update

Chair Scott shared the 2025 legislative priorities determined by the South Sound Superintendents.

IV. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda, Director Tinsley seconded the motion, and the motion passed (4/0).

The Consent Agenda consisted of Approval of November and December 2024 Accounts Payable and November 2024 Payroll; Approval of the November 20, 2024 Regular Board Meeting Minutes; Approval of Personnel Reports; and Approval of Certificated Staff Out of Endorsement for 2024-25 School Year.

V. NEW BUSINESS

A. Election of Board Chair

Superintendent Weight called for nominations for Board Chair for the next 12 months. Director Tinsley nominated Director Scott. No other nominations. Roll call vote - Lewis, Scott; McDonald, Scott; Scott, Scott; Tinsley, Scott. Director Scott will serve as the Board Chair for one year.

B. Election of Board Vice Chair

Chair Scott called for nominations for Board Vice Chair for the next 12 months. Director Tinsley nominated Director McDonald. Director McDonald nominated Director Tinsley. Director McDonald also nominated Director Lewis. Roll call vote - Lewis, Lewis; McDonald, Tinsley; Scott, Tinsley; Tinsley, McDonald. Director Tinsley will serve as the Board Vice Chair for one year.

C. First Reading of Policy 5005 Employment and Volunteers: Disclosures, Certification Requirements, Assurances, and Approval

Susanne Beauchaine, Executive Director of Human Resources, shared Policy 5005 Employment and Volunteers: Disclosures, Certification Requirements, Assurances, and Approval. This policy is revised to provide definition and clarity related to background checks for staff and volunteers, specifically around the term "unsupervised access to children."

Director McDonald made a motion to approve Policy 5005 Employment and Volunteers: Disclosures, Certification Requirements, Assurances, and Approval. Director Lewis seconded the motion, and the motion passed (4/0).

D. Board Goal - Professional Learning

Chair Scott shared FAQs on school funding models and state assistance for school construction funding. This information will be helpful to share with the community when the district plans its next levies/bond.

Director Lewis shared information about school budgets and encouraged the district and board to continue to do the good work.

VI. BOARD COMMUNICATION


Director Tinsley received communication regarding wrestling. She forwarded the communication to Dr. Weight who responded.


VII. ANNOUNCEMENTS


Director Tinsley wished everyone happy holidays. Chair Scott shared the Advanced Choir from Steilacoom High School performed at the Steilacoom Community Church with the Sonora Choir. The high school music program looked great and gave a very professional performance. Director Tinsley shared the Pioneer choir concert was last night and it was excellent. The SHS Chamber Choir also performed, and that performance was especially encouraging to the Pioneer choir students to continue in their musical endeavors.

VIII. ADJOURNMENT

Director Tinsley made a motion to adjourn the meeting at 6:25 p.m., Director McDonald seconded the motion, and the motion passed (4/0).



(Chair)






(Secretary/Superintendent)

Steilacoom Historical School District

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

DATE: December 18, 2024

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 Business Office staff and were found to be correct.

K. Weight

Dr. Kathleen Weight, Superintendent

THIS IS TO CERTIFY that the warrants and electronic transfers of the Steilacoom Historical School District No. 1, Pierce County, Washington, as listed below, have been allowed by the School Board of this district.

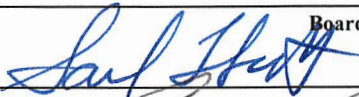
| FUND NAME | WARRANTS (INCLUSIVE) | | | | AMOUNT |
|----------------------------|-----------------------|--------|----|--------|------------------------|
| GENERAL FUND: | | | | | |
| | Payroll | 800963 | to | 800965 | \$ 4,964.36 |
| | Payroll A/P | 135031 | to | 135045 | \$ 518,485.68 |
| | Payroll ACH Payments | | to | | \$ 519,637.10 |
| | Payroll Taxes | | to | | \$ 632,716.56 |
| | Direct Deposit | | to | | \$ 1,766,565.10 |
| November 21, 2024 | Accounts Payable | 135046 | to | 135080 | \$ 630,409.41 |
| December 4, 2024 | Accounts Payable | 135081 | to | 135081 | \$ 184.67 |
| December 11, 2024 | Accounts Payable | 135082 | to | 135146 | \$ 531,685.59 |
| November 26, 2024 | Accounts Payable ACH | | to | | \$ 18,007.49 |
| November 20, 2024 | Accounts Payable void | | | | \$ (1,463.50) |
| TOTAL GENERAL FUND: | | | | | \$ 4,621,192.46 |

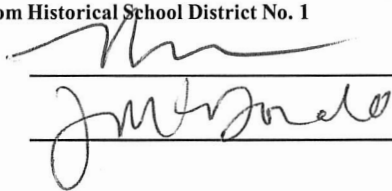
| | | | | | |
|-------------------------------------|----------------------|--------|----|--------|---------------------|
| CAPITAL PROJECTS FUND: | | | | | |
| November 21, 2024 | Accounts Payable | 200613 | to | 200614 | \$ 9,002.31 |
| December 4, 2024 | Accounts Payable | 200615 | to | 200615 | \$ 8.84 |
| December 11, 2024 | Accounts Payable | 200616 | to | 200619 | \$ 16,949.00 |
| November 26, 2024 | Accounts Payable ACH | | | | \$ 120.00 |
| TOTAL CAPITAL PROJECTS FUND: | | | | | \$ 26,080.15 |

| | | | | | |
|--|----------------------|--------|----|--------|---------------------|
| ASSOCIATED STUDENT BODY FUND: | | | | | |
| November 21, 2024 | Accounts Payable | 405531 | to | 405538 | \$ 22,883.67 |
| December 4, 2024 | Accounts Payable | 405539 | to | 405539 | \$ 144.43 |
| November 26, 2024 | Accounts Payable ACH | | to | | \$ 22,920.35 |
| TOTAL ASSOCIATED STUDENT BODY FUND: | | | | | \$ 45,948.45 |

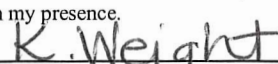
| | | | | | |
|---|--|--|--|--|-----------|
| TRANSPORTATION VEHICLE FUND: | | | | | |
| TOTAL TRANSPORTATION VEHICLE FUND: | | | | | \$ |

Board of Directors of Steilacoom Historical School District No. 1





I, Kathi Weight, being duly sworn, depose and say: That I am the Secretary to the Board of Steilacoom Historical School District No. 1, Pierce County, Washington, and that the above signatories are personally known to me and have signed these statements in my presence.



Kathi Weight, Secretary to the Board

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
ADMIN PERSONNEL REPORT - DECEMBER 18, 2024

| Name | Position | Location | Effective Date | Action |
|-------------|-------------------------|-----------------|-----------------------|---------------|
| JAHN SARAH | CHIEF FINANCIAL OFFICER | DISTRICT OFFICE | 1/9/2025 | NEW HIRE |
| | | | | |

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
EXEMPT PERSONNEL REPORT - DECEMBER 18, 2024**

| Name | Position | Hours | Location | Effective Date | Action | Comment |
|-------------|-----------------------|--------------|-----------------|-----------------------|---------------|----------------|
| LOERA JOSE | OPERATIONS SUPERVISOR | 8.00 | MAINTENANCE | 1/2/2025 | NEW HIRE | |
| | | | | | | |

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - DECEMBER 18, 2024**

| Name | Position | FTE | Location | Effective Date | Action | Comment |
|--------------|--------------------|------------|------------------|-----------------------|---------------|-------------------|
| SEEFELDT JIM | PHYSICAL THERAPIST | 0.20 | STUDENT SERVICES | 1/1/2025 | RESIGNATION | Resigning 0.2 FTE |
| | | | | | | |

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - DECEMBER 18, 2024**

| Name | Position | Hours | Location | Effective Date | Action | Comment |
|------------------|------------------|--------------|-----------------|-----------------------|---------------|----------------|
| BROWN BIANCA | PARAPROFESSIONAL | 6.50 | PIONEER | 12/19/2024 | NEW HIRE | |
| AHRENDSSEN JULIE | CUSTODIAN | 8.00 | CHERRYDALE | 12/2/2024 | RESIGNATION | |
| FRENCH DEBORAH | LPN | 7.00 | CHLOE CLARK | 12/12/2024 | RESIGNATION | |
| | | | | | | |

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - DECEMBER 18, 2024

| Name | Position | Location | Effective Date | Amount | Comment |
|----------------|--------------------|-----------------|-----------------------|---------------|----------------|
| KEMP NORMA | DANCE TEAM ADVISOR | PIONEER | 12/10/2024 | \$ 1,111.86 | split stipend |
| MARRERO AMANDA | DANCE TEAM ADVISOR | PIONEER | 12/10/2024 | \$ 1,111.86 | split stipend |
| | | | | | |