



Steilacoom Historical School District

June 18 2025 Regular Board Meeting

Date and Time

Wednesday June 18, 2025 at 1:00 PM PDT

Location

Anderson Island Elementary School
13005 Camus Road, Anderson Island, WA

Agenda

	Purpose	Presenter
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I. Opening Items

A. Call the Meeting to Order

B. Pledge of Allegiance

C. Roll Call

D. Agenda Review

Discuss

E. Approval of Agenda

Vote

II. Presentation

A. Anderson Island Elementary 2024-25 Recap

FYI

Mike Miller

III. Comments from the Audience

Purpose Presenter

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments from the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

A. Comments from the Audience

IV. Reports

- | | | |
|---|-----|------------|
| A. Budget Status Report | FYI | Sarah Jahn |
| B. Budget and 4-Year Budget Forecast Presentation | FYI | Sarah Jahn |

V. Consent Agenda

The purpose of the consent agenda is to reduce time going through motion, second and voting on issues of common consent. Any Board member can ask for any item to be removed from the consent agenda. There is no discussion of items on the consent agenda. By motion of the Board, remaining items are approved without discussion as part of the consent agenda. Discussion of items removed from the consent agenda occurs immediately following action on the consent agenda.

- A. Approval of May and June 2025 Accounts Payable and May 2025 Payroll
 - B. Approval of May 21 2025 Regular Board Meeting Minutes
 - C. Approval of Personnel Reports
 - D. Approval of Highly Capable Grant
 - E. Approval of MLL Grant
 - F. Approval of Sodexo Contract Amendment for 2025-26 School Year
 - G. Approval of 2025 SHSD CTE 4-Year Plan
 - H. Approve Consent Agenda Vote
- This is the vote to approve all items included in the Consent Agenda

	Purpose	Presenter
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VI. Old Business

- | | | |
|--|------|------------|
| A. Approval of 2026-2031 Capital Facilities Plan | Vote | Shae Emery |
| B. Audit Results | FYI | Sarah Jahn |
| C. Request to SAO for Annual Accountability Audit | Vote | Sarah Jahn |

VII. NEW BUSINESS

- | | | |
|--|---------|------------------|
| A. First Reading of Policy 2020 Course Design, Selection, and Adoption of Instructional Materials | Vote | Laurie Vallieres |
| B. Approval of Steilacoom High School CTE Sports Medicine Curriculum Adoption | Vote | Laurie Vallieres |
| C. Approval of Steilacoom High School Advanced Placement Psychology Curriculum Adoption | Vote | Laurie Vallieres |
| D. Approval of School Board Calendar for 2025-26 School Year | Vote | Chair Scott |
| E. Draft Resolution 937-07-16-25 Replacement Capital Projects Levy | Discuss | Sarah Jahn |
| F. Draft Resolution 938-07-16-25 Replacement Educational Programs and Operations Levy | Discuss | Sarah Jahn |
| G. Board Goal - Professional Learning | Discuss | Chair Scott |

VIII. Closing Items

- | | |
|-------------------------------|------|
| A. Board Communication | FYI |
| B. Announcements | FYI |
| C. Adjourn Meeting | Vote |

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District No. 1 are digitally recorded.

Coversheet

Anderson Island Elementary 2024-25 Recap

Section:	II. Presentation
Item:	A. Anderson Island Elementary 2024-25 Recap
Purpose:	FYI
Submitted by:	
Related Material:	Anderson Island Elementary Presentation.pdf

Our Convocation: Anderson Island Elementary 2024–2025 Year in Review

A celebration of heart, hustle, and
Island Pride

Who We Are

- AIE is home to 20 TK-3rd students & 7 staff members
- Located within Cammon Park—an immersive outdoor learning campus
- Students serve as trail stewards and nature explorers
- Staff deeply connected to the community and tailor learning to each student



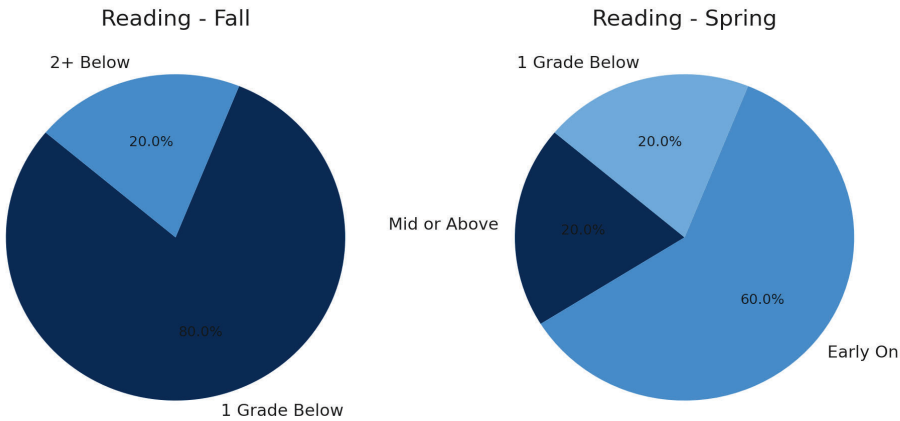
Big Wins This Year

- Transitioned from preschool to full Transitional Kindergarten
- I-Ready data shows students exceeded expected growth
- Staff used strengths-based planning to unlock student potential
- STEAM activities enhanced student confidence and problem-solving

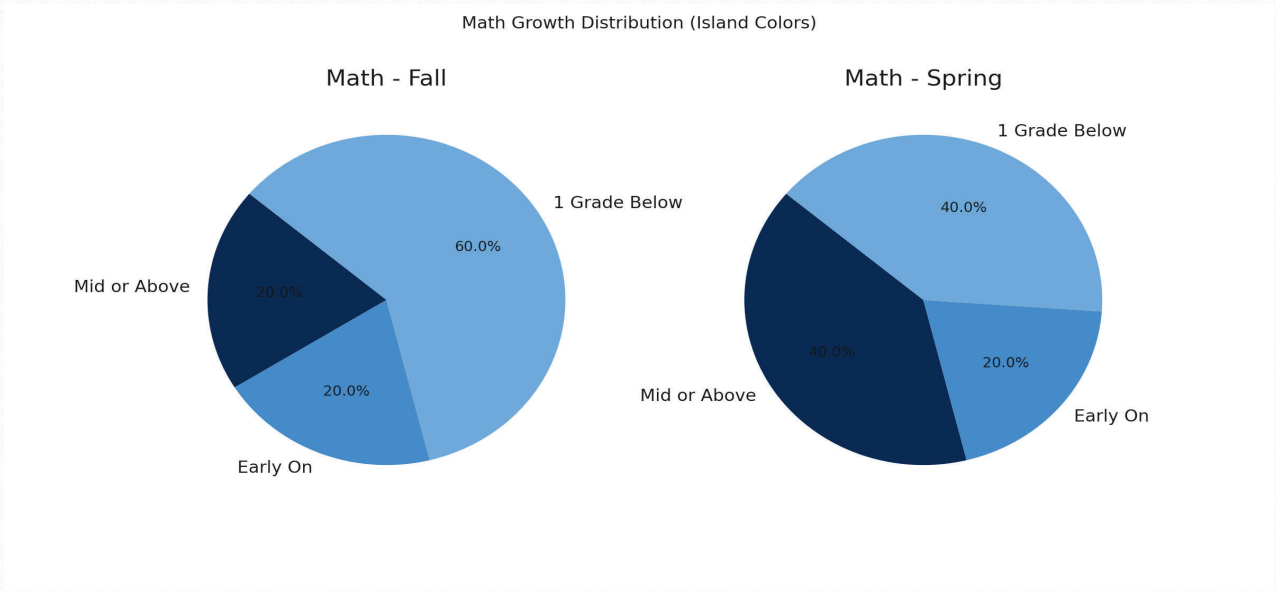


UFLI + I-Ready = 🚀 (Reading Growth)

Reading Growth Distribution (Island Colors)



I-Ready Math Growth



Community + Culture

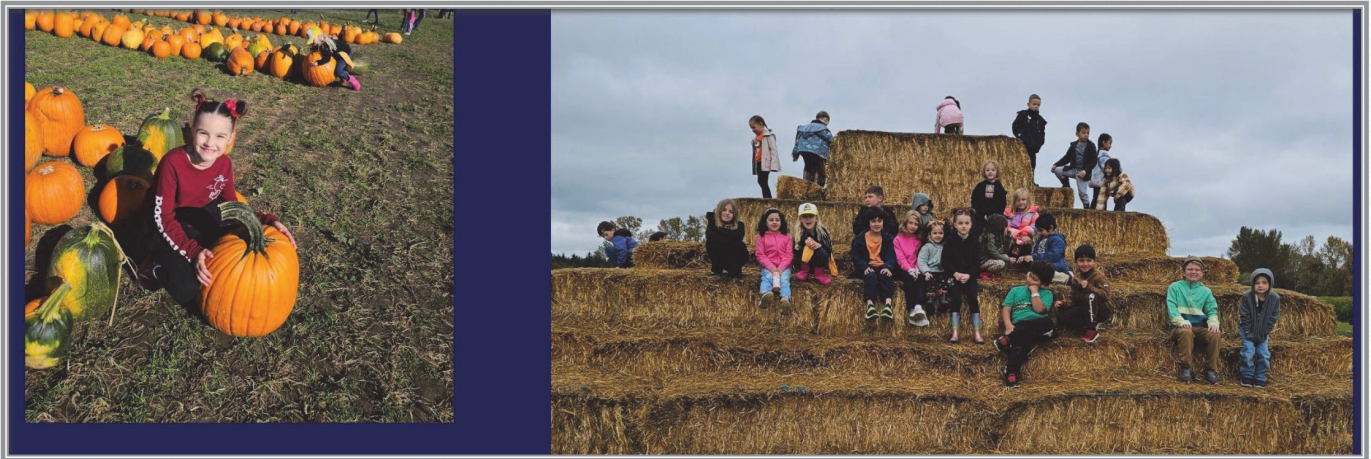


- Beach Day, Pumpkin Patch, Farm Visit, Fire Dept. Visit, Zoo, Archeological Dig, Read-A-Thon
- 727 volunteer hours logged by 38 amazing volunteers
- Community partners: AI Parks & Rec, Johnson Farm, AI Fire & Rescue, American Legion 265
- Steilacoom Kiwanis supported STEAM & joined us for Read-Across-America

Student Voice

- Winter Program: Students acted, sang, and showcased confidence in 'Snowmen at Night'
- Illustrated & shared stuffed animal stories during Read-Across-America breakfast
- SCAMPER method used to develop and present creative inventions in May





Challenges + Growth Areas

Improving attendance remains a priority

Continue increasing math and reading outcomes

Teaching across five grades under one roof requires flexibility and stamina

Teaching across five grades under one roof requires flexibility and stamina

We are building experience and a solid foundation to meet diverse student needs

Looking Ahead to 2025–2026

- Strengthen the Conclave of Eagles (our culture and unity)
- Improve attendance with support from Kaiser, Community Health, and Attendance Works
- Foster Island Pride with community engagement and connection
- Reinforce belief in thriving with one teacher and one community



With Gratitude

Thank you to our Anderson Island families, volunteers, and community partners.

Their support, kindness, and belief in our students and this school are what makes this such a special place. Together, we are building more than a school—we're building a community.

We are proud of all of our Eagles, and we're honored to soar alongside them.

Coversheet

Budget Status Report

Section: IV. Reports
Item: A. Budget Status Report
Purpose: FYI
Submitted by:
Related Material: Budget Status Report June 18, 2025.pdf



June 2025

To: Dr. Kathi Weight, Superintendent

From: Sarah Jahn

Subject: Financial Update for May 2025

Attached are the Budget Status Reports for all funds as of the end of May 31, 2025, along with charts and data showing our monthly attendance, general fund balance, and general fund cash balance.

Enrollment for the year to date continues to be just above projection - no significant change from last month and consistent with expectations based on the beginning of the year enrollment. Running Start enrollment remains slightly under projection.

General Fund balance as of the end of May was \$7,130,524 (13.96% of previous year budgeted expenditures), still significantly better than last year at the same time. Our end of month cash balance is also roughly \$3.8 million higher than last year.

Overall cash flow remains stable, however, OSPI budget shortfalls will result in a lower-than-expected apportionment payment at the end of June. Shorted funds are expected in July.

Steilacoom Historical School District No. 1

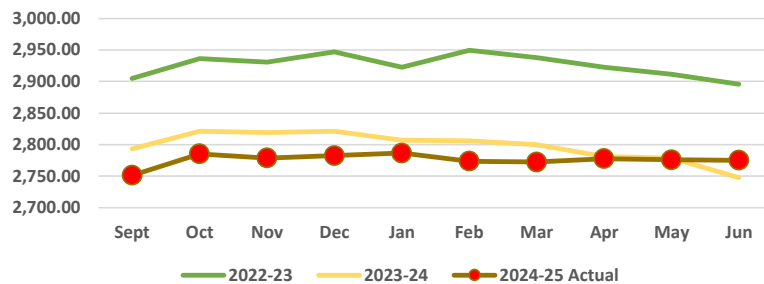
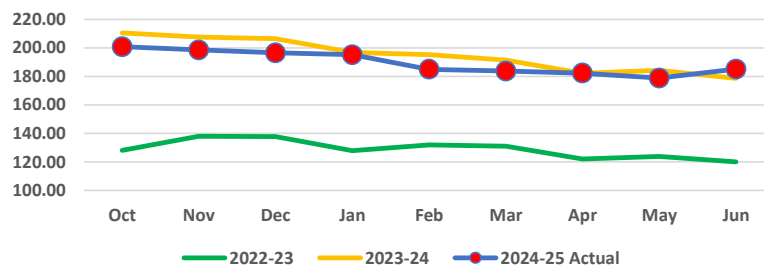
Monthly Budget Report

2024-25 Executive Summary

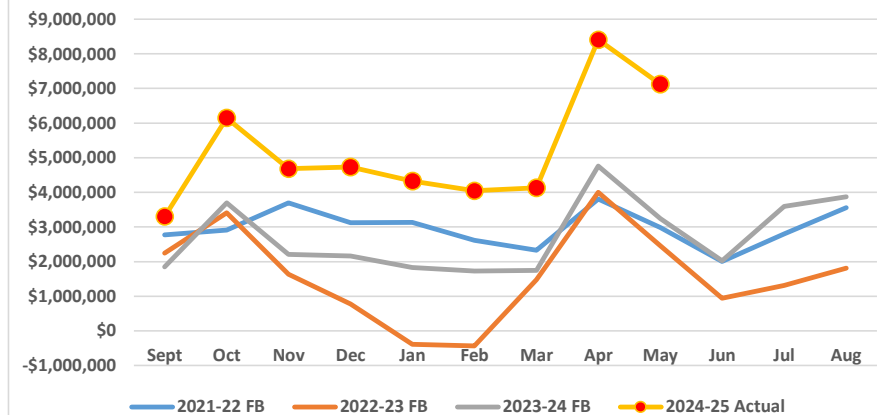
May 31, 2025

EnrollmentCurrent Month

Budgeted FTE (TK-12 w/RS)	2,890.00	
Actual Average Annual FTE	2,966.51	AVG TK: 32.05
FTE Over/Under Budget	76.51	

Basic Enrollment TK-12**Running Start Enrollment****General Fund Balance**

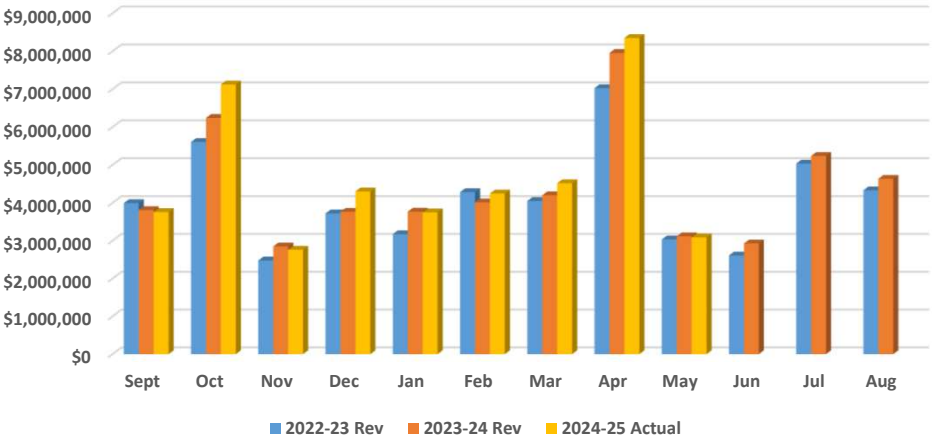
Actual as of Prior Month End	8,407,411	
Actual as of Current Month End	7,130,524	
Increase/Decrease in Fund Balance	(1,276,887)	
Fund Balance as a % of Budgeted Expenditures	13.96%	(min 6%)

Fund Balance by Month

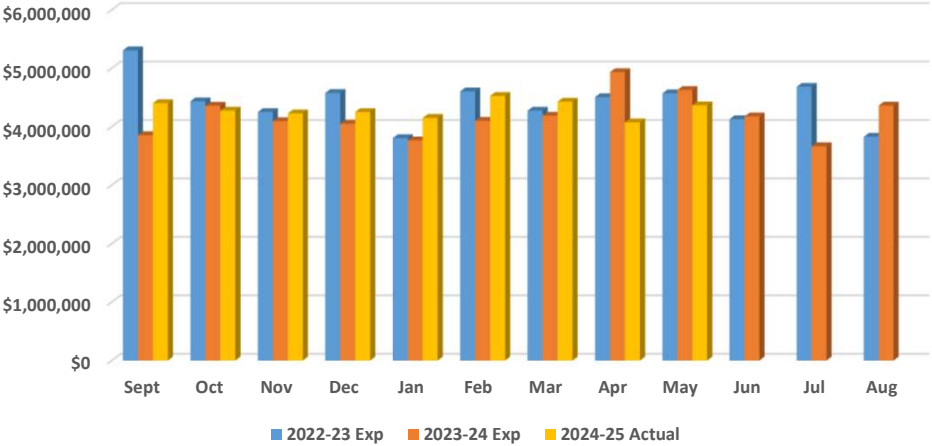
General Fund Cash and Investment Balance
As of Month End

	2022-23	2023-24	2024-25	Change From Prior Year
Sept	\$2,127,134	\$1,739,546	\$ 3,307,574	\$1,568,028
Oct	3,382,880	3,636,745	6,175,554	2,538,809
Nov	1,628,957	2,386,579	4,701,642	2,315,063
Dec	751,911	2,138,377	4,730,755	2,592,378
Jan	370,061	1,795,477	4,217,709	2,422,232
Feb	(1,964)	1,724,610	3,808,198	2,083,588
Mar	785,205	1,736,940	4,159,670	2,422,730
Apr	3,972,916	4,743,507	8,426,507	3,683,000
May	2,365,690	3,214,113	7,046,095	3,831,982
Jun	852,646	1,991,064		
Jul	1,171,464	3,400,550		
Aug	\$1,691,540	\$3,805,218		

Monthly Revenue Compared to Prior Year



Monthly Expenses Compared to Prior Year



Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2025

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	9,744,704	649,319.77	9,508,062.48		236,641.52	97.57
2000 LOCAL SUPPORT NONTAX	895,000	82,528.21	822,836.85		72,163.15	91.94
3000 STATE, GENERAL PURPOSE	31,155,093	1,529,896.87	22,094,147.12		9,060,945.88	70.92
4000 STATE, SPECIAL PURPOSE	9,390,774	540,743.64	7,167,583.30		2,223,190.70	76.33
5000 FEDERAL, GENERAL PURPOSE	508,000	91,227.00	519,934.24		11,934.24	102.35
6000 FEDERAL, SPECIAL PURPOSE	2,741,500	194,090.70	1,795,853.05		945,646.95	65.51
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	54,435,071	3,087,806.19	41,908,417.04		12,526,653.96	76.99
<u>B. EXPENDITURES</u>						
00 Regular Instruction	29,287,387	2,141,274.87	20,325,110.31	5,674,616.88	3,287,659.81	88.77
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	7,676,402	670,911.91	5,695,465.94	1,853,099.15	127,836.91	98.33
30 Voc. Ed Instruction	2,642,820	178,809.52	1,715,770.62	515,508.77	411,540.61	84.43
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,605,288	153,906.23	1,159,219.39	394,668.98	51,399.63	96.80
70 Other Instructional Pgms	902,849	24,772.29	394,805.45	72,426.24	435,617.31	51.75
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	12,099,979	1,195,018.09	9,437,849.47	2,226,164.21	435,965.32	96.40
<u>Total EXPENDITURES</u>	54,214,725	4,364,692.91	38,728,221.18	10,736,484.23	4,750,019.59	91.24
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>	220,346	1,276,886.72	3,180,195.86		2,959,849.86	> 1000
F. <u>TOTAL BEGINNING FUND BALANCE</u>	1,800,000		3,950,328.86			
G. <u>GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
H. <u>TOTAL ENDING FUND BALANCE</u>	2,020,346		7,130,524.72			
(E+F + OR - G)						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restricted for Carryover	0	320,732.93
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	77,028.32
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	300,543.20
G/L 845 Restricted for Self Insur	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 Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	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	0	.00
G/L 890 Unassigned Fund Balance	2,020,346	3,411,012.75
G/L 891 Unassigned Min Fnd Bal Policy	0	3,021,207.52
<u>TOTAL</u>	2,020,346	7,130,524.72

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	5,999,999	397,204.81	5,880,992.65		119,006.35	98.02
2000 Local Support Nontax	170,000	4,736.96	134,790.68		35,209.32	79.29
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
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
Total REVENUES/OTHER FIN. SOURCES	6,169,999	401,941.77	6,015,783.33		154,215.67	97.50
B. EXPENDITURES						
10 Sites	800,000	.00	58,755.90	684,119.49	57,124.61	92.86
20 Buildings	1,900,000	8,950.00	14,366.80	1,360.24	1,884,272.96	0.83
30 Equipment	200,000	243,386.56	542,060.97	1,505,131.17	1,847,192.14-	> 1000
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	14,912.00	10,000.00	24,912.00-	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	2,900,000	252,336.56	630,095.67	2,200,610.90	69,293.43	97.61
C. OTHER FIN. USES TRANS. OUT (GL 536)	3,000,000	.00	2,000,000.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	269,999	149,605.21	3,385,687.66		3,115,688.66	> 1000
F. TOTAL BEGINNING FUND BALANCE	620,000		843,060.40			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	889,999		4,228,748.06			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	84,434.40
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	2,900,000-	149,313.09
G/L 863 Restricted from State Proceeds	0	3,542.00-
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted Impact Fees	270,000	84,067.01
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	3,519,999	3,914,475.56
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	889,999	4,228,748.06

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	5,123.91	23,115.82		23,115.82-	0.00
2000 Local Support Nontax	50,000	2,915.88	26,752.32		23,247.68	53.50
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	3,000,000	.00	2,000,000.00		1,000,000.00	66.67
Total REVENUES/OTHER FIN. SOURCES	3,050,000	8,039.79	2,049,868.14		1,000,131.86	67.21
B. EXPENDITURES						
Matured Bond Expenditures	3,500,000	.00	3,462,000.00	0.00	38,000.00	98.91
Interest On Bonds	250,000	.00	94,483.75	0.00	155,516.25	37.79
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	0	.00	.00	0.00	.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	3,750,000	.00	3,556,483.75	0.00	193,516.25	94.84
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)	700,000-	8,039.79	1,506,615.61-		806,615.61-	115.23
F. TOTAL BEGINNING FUND BALANCE	2,500,000		2,411,647.09			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	1,800,000		905,031.48			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	1,800,000		905,031.48			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	1,800,000		905,031.48			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	176,150	11,293.67	148,263.61		27,886.39	84.17
2000 Athletics	236,229	1,650.50	59,118.35		177,110.65	25.03
3000 Classes	62,272	26,548.90	52,352.58		9,919.42	84.07
4000 Clubs	607,089	76,832.17	237,601.14		369,487.86	39.14
6000 Private Moneys	5,700	1,159.88	3,546.82		2,153.18	62.22
<u>Total REVENUES</u>	1,087,440	117,485.12	500,882.50		586,557.50	46.06
B. EXPENDITURES						
1000 General Student Body	170,151	3,877.67	19,286.95	17,360.02	133,504.03	21.54
2000 Athletics	297,932	24,618.11	190,889.63	29,336.96	77,705.41	73.92
3000 Classes	77,303	15,593.97	33,277.31	21,879.91	22,145.78	71.35
4000 Clubs	608,522	18,846.91	146,113.40	45,120.16	417,288.44	31.43
6000 Private Moneys	7,000	434.12	2,484.43	0.00	4,515.57	35.49
<u>Total EXPENDITURES</u>	1,160,908	63,370.78	392,051.72	113,697.05	655,159.23	43.56
C. <u>EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES</u> <u>(A-B)</u>	73,468-	54,114.34	108,830.78		182,298.78	248.13-
D. <u>TOTAL BEGINNING FUND BALANCE</u>	300,000		337,187.10			
E. <u>GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
F. <u>TOTAL ENDING FUND BALANCE</u>	226,532		446,017.88			
<u>C+D + OR - E)</u>						
G. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	226,532		446,017.88			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
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>	226,532		446,017.88			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of May, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	6,000	513.93	4,716.06		1,283.94	78.60
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.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	0	.00	.00		.00	0.00
A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)	6,000	513.93	4,716.06		1,283.94	78.60
B. 9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
C. Total REV./OTHER FIN. SOURCES	6,000	513.93	4,716.06		1,283.94	78.60
D. EXPENDITURES						
Type 30 Equipment	0	.00	.00	0.00	.00	0.00
Type 40 Energy	0	.00	.00	0.00	.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
Total EXPENDITURES	0	.00	.00	0.00	.00	0.00
E. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
F. OTHER FINANCING USES (GL 535)	0	.00	.00			
G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)	6,000	513.93	4,716.06		1,283.94-	21.40-
H. TOTAL BEGINNING FUND BALANCE	165,000		175,411.66			
I. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	171,000		180,127.72			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	171,000	180,127.72
G/L 830 RES 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>	171,000	180,127.72

Coversheet

Budget and 4-Year Budget Forecast Presentation

Section:	IV. Reports
Item:	B. Budget and 4-Year Budget Forecast Presentation
Purpose:	FYI
Submitted by:	
Related Material:	Budget Presentation June 18, 2025.pdf F195F 4-Year Budget Projection.pdf



STEILACOOM
Historical School District No. 1

**2025-2026
PRELIMINARY BUDGET**

Presented by Sarah Jahn, CFO
June 18, 2025

FUNDS

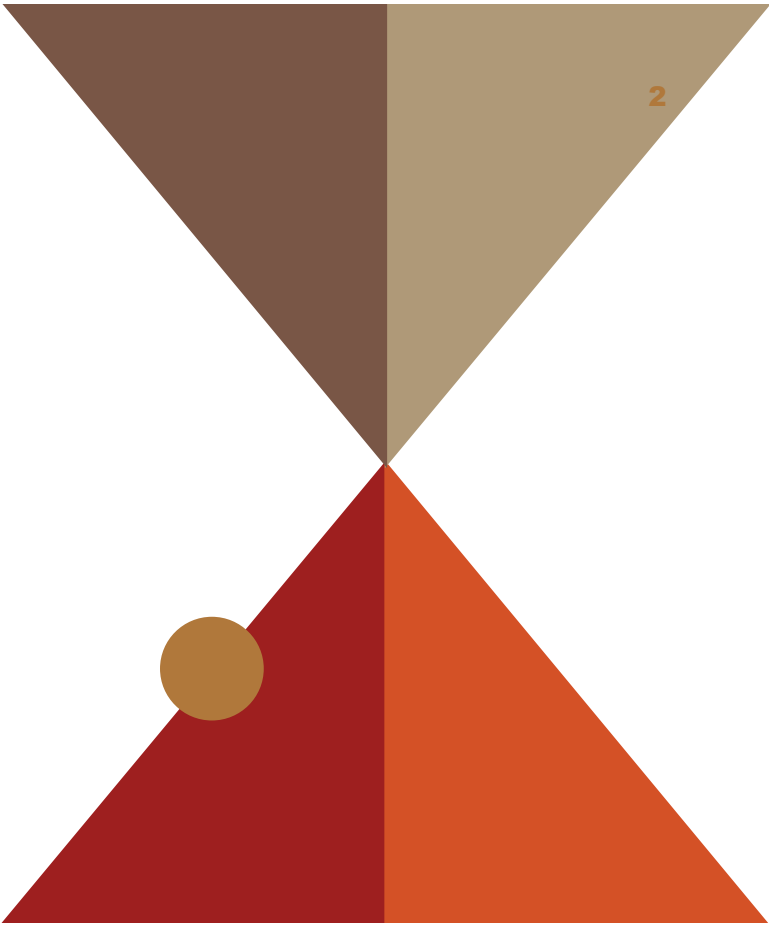
General

Capital Projects

Associated Student Body

Debt Service

Transportation



ENROLLMENT

<u>Class</u>	<u>FTE</u>	Forecast, without Running Start	
K-5	1,195.00	Low	2,784
6-8	722.00	Medium*	2,874
<u>9-12</u>	<u>904.00</u>	High	2,963
Subtotal	2,821.00		
<u>Running Start</u>	<u>200.00</u>		
Total	3,021.00	*Demographer recommendation	

GENERAL FUND

• Revenues	\$57,224,800	
• <u>Expenditures</u>	<u>55,472,800</u>	
• Net Rev/Exp	1,752,000	
• <u>Beginning Fund Balance</u>	<u>5,300,000</u>	(24-25 est end FB)
• Ending Fund Balance	\$ 7,052,000	

GENERAL FUND REVENUES

Source	Amount
Local Taxes	\$10,021,700
Local non-tax support	1,050,000
State-general purpose	32,400,400
State-special purpose	10,899,700
Federal-general purpose	245,000
Federal-special purpose	2,608,000
Total	\$57,224,800

GENERAL FUND EXPENDITURES BY PROGRAM

<u>Source</u>	<u>Amount</u>
Regular Instruction	\$29,707,900
Special Education Instruction	8,361,800
Vocational Education Instruction	2,369,200
Compensatory Education Instruction	1,443,600
Other Instructional Programs	1,202,000
<u>Support Services</u>	<u>12,388,300</u>
Total	\$55,472,800

MATERIALS, SUPPLIES & OPERATING COSTS (MSOC)

<u>State Allocation</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>Chg</u>
Per Student	\$1,533.02	\$1,614.28	\$81.26
MSOC	\$3,987,700	\$4,140,600	\$152,900



CAPITAL PROJECTS FUND ⁸

<u>Revenues</u>	
Local Taxes	\$6,690,300
<u>Expenditures</u>	
Site improvements	434,900
Building improvements	494,600
Technology	1,000,000
Total Expenditures	1,929,500
Net Revenues/Expenditures	4,760,800
<u>Beginning Fund Balance</u>	<u>1,914,500*</u>
Ending Fund Balance	6,993,000
*estimated 2425 ending	

ASB

<u>Group</u>	<u>Revenues</u>	<u>Expenses</u>
Gen Student Body	\$244,000	\$245,100
Athletics	262,000	316,600
Classes of 202X	69,700	63,700
Clubs	866,500	781,700
<u>Private Moneys</u>	<u>7,000</u>	<u>8,700</u>
Total	1,449,200	1,415,800

TRANS AND DEBT SERVICE

Minimal activity in these funds

Transportation

Revenue*	\$5,000
Expenses	-0-

*Interest income on residual funds

Debt Service

Revenue*	\$50,000
Expenses	-0-

*Interest income on residual funds
and taxes in arrears

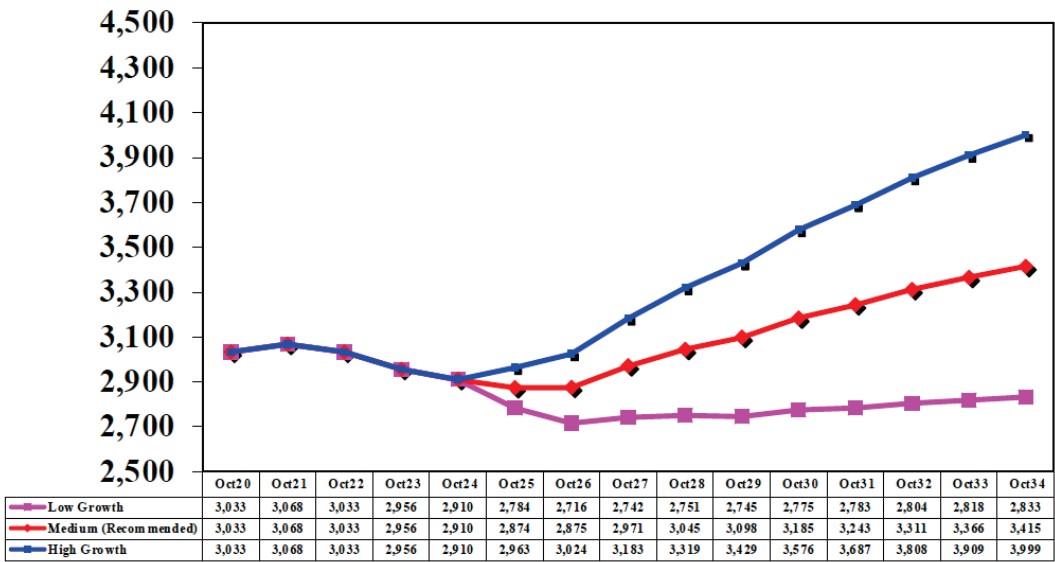
NEXT STEPS

- Balance accounts for legislative requirements and sub-funds
- Post budget information to website.
- Develop survey for public/community input.
- Present final budget for Board approval at August meeting.

Low, Medium, and High Forecasts 2025-2034

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The Forecast Excludes Full-Time Running Start Students



Low Range Forecast

Low Range Forecast

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	Projected Births									
	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Birth Year										
County	11,053	11,096	10,963	10,433	10,759	10,873	10,808	10,747	10,691	10,639
Pct Cnty	1.57%	1.73%	1.78%	1.84%	1.87%	1.89%	1.97%	1.97%	1.97%	1.97%
DuPont Estimate	166	166	164	168	170	163	162	161	160	160
Steilacoom Estimate	77	78	77	73	75	76	76	75	75	74
Total Cities	243	244	241	241	245	239	238	236	235	234
Pct Cities	71.3%	78.8%	81.1%	79.5%	82.0%	85.8%	89.7%	89.7%	89.7%	89.7%

	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>
K	173	192	196	192	201	205	213	212	211	210
1	178	184	210	213	208	221	223	230	229	228
2	173	178	190	215	217	214	225	226	233	232
3	212	173	184	195	217	222	218	227	229	235
4	218	206	175	185	194	218	220	216	225	226
5	214	213	207	178	186	196	217	219	214	223
6	221	227	230	224	192	202	211	233	235	230
7	259	223	233	236	228	199	207	216	237	238
8	241	258	227	236	238	232	202	209	217	238
9	242	234	253	223	231	234	228	198	205	212
10	238	239	234	253	222	231	233	227	198	204
11	202	211	215	210	226	200	207	208	203	177
12	<u>212</u>	<u>177</u>	<u>187</u>	<u>191</u>	<u>186</u>	<u>200</u>	<u>178</u>	<u>183</u>	<u>184</u>	<u>179</u>
	2,784	2,716	2,742	2,751	2,745	2,775	2,783	2,804	2,818	2,833
Change	-126	-68	26	9	-6	29	8	21	14	14
Percent Change	-4.3%	-2.4%	1.0%	0.3%	-0.2%	1.1%	0.3%	0.8%	0.5%	0.5%
K-5	1,168	1,147	1,163	1,179	1,222	1,276	1,317	1,331	1,341	1,354
6-8	722	708	690	696	659	633	621	658	689	706
9-12	893	860	889	876	864	866	846	816	789	772

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Trends and Projections – April 2025

Medium Range Preferred Forecast

Medium Range Forecast

Birth Year	Projected Births									
	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
County	11,053	11,096	10,963	10,433	10,759	10,873	10,808	10,747	10,691	10,639
Pct Cnty	1.65%	1.82%	1.88%	1.93%	1.97%	1.99%	2.08%	2.08%	2.08%	2.08%
DuPont Estimate	166	166	164	168	170	163	162	161	160	160
Steilacoom Estimate	77	78	77	73	75	76	76	75	75	74
Total Cities	243	244	241	241	245	239	238	236	235	234
Pct Cities	75.1%	82.9%	85.4%	83.7%	86.4%	90.3%	94.4%	94.4%	94.4%	94.4%

	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>
K	183	202	206	202	212	216	225	223	222	221
1	183	199	227	230	224	238	241	249	247	246
2	178	188	211	238	240	237	249	251	258	257
3	218	183	199	222	247	252	247	258	260	267
4	225	218	190	206	226	254	257	251	262	263
5	220	225	225	198	212	234	260	261	256	266
6	228	240	250	249	219	236	259	285	287	281
7	267	236	252	262	261	233	248	271	297	299
8	249	273	246	263	271	272	243	258	280	307
9	249	247	275	248	263	274	273	244	259	281
10	245	253	254	281	253	270	280	279	250	264
11	208	223	233	234	257	234	249	257	256	229
12	<u>218</u>	<u>187</u>	<u>203</u>	<u>212</u>	<u>212</u>	<u>234</u>	<u>213</u>	<u>225</u>	<u>232</u>	<u>231</u>
	2,874	2,875	2,971	3,045	3,098	3,185	3,243	3,311	3,366	3,415
Change	-36	1	96	74	53	87	58	69	55	49
Percent Change	-1.3%	0.0%	3.3%	2.5%	1.7%	2.8%	1.8%	2.1%	1.6%	1.4%
K-5	1,208	1,216	1,258	1,296	1,360	1,432	1,478	1,493	1,505	1,521
6-8	744	749	748	774	751	741	750	814	865	888
9-12	921	910	964	975	986	1,013	1,015	1,004	996	1,006

F-195F Four Year Projection**General Fund****Enrollment**

Description	2025-26	2026-27	2027-28	2028-29
Kinder	174.00	185.00	185.00	190.00
1st	176.00	174.00	190.00	190.00
2nd	181.00	176.00	179.00	195.00
3rd	212.00	181.00	181.00	184.00
4th	229.00	212.00	186.00	186.00
5th	223.00	229.00	217.00	191.00
6th	217.00	223.00	234.00	222.00
7th	260.00	217.00	228.00	239.00
8th	245.00	260.00	222.00	233.00
9th	253.00	245.00	265.00	227.00
10th	237.00	253.00	250.00	270.00
11th (excluding RS)	229.00	237.00	258.00	255.00
12th (excluding RS)	185.00	229.00	242.00	263.00
Subtotal	2821.00	2821.00	2837.00	2845.00
Running Start	200.00	200.00	200.00	200.00
Drop Out Reengagement	0.00	0.00	0.00	0.00
ALE Enrollment	0.00			
Total K-12	3021.00	3021.00	3037.00	3045.00

General Fund**Staff Counts**

Description	2025-26	2026-27	2027-28	2028-29
General Fund FTE Certificated Employees	189.700	190.000	190.000	190.000
General Fund FTE Classified Employees	124.094	120.000	120.000	120.000

General Fund**Revenue****Resource-OSPI multi year tool**

1.02

Description	2025-26	2026-27	2027-28	2028-29
1000-Local Taxes	10,021,700	10,254,000	10,529,800	10,853,300
2000-Local Non-Tax	1,050,000	1,071,000	1,092,420	1,114,268
3000-State, General Purpose	32,400,400	33,048,408	33,709,376	34,383,564
4000 State, Spec Purpose	10,899,700	11,117,694	11,340,048	11,566,849
5000 - Federal General Purpose	245,000	249,900	254,898	259,996
6000 - Federal, Special Purpose	2,608,000	2,660,160	2,713,363	2,767,630
7000- From Other District	-	-	-	-
8000 - From Other Entity	-	-	-	-
9000- Other Financing sources	1,000,000	1,000,000	1,000,000	1,000,000
Total Revenue	\$ 58,224,800	\$ 59,401,162	\$ 60,639,905	\$ 61,945,607

General Fund**Expenditures**

1.05

Description	2025-26	2026-27	2027-28	2028-29
00-Regular Instruction	29,707,900	31,193,295	32,752,960	34,390,608
10 - Federal Stimulus	-			
20 - Spec Ed Instructions	8,361,800	8,779,890	9,218,885	9,679,829
30 - Vocational Instruction	2,369,200	2,487,660	2,612,043	2,742,645
40 - Skill Center Instruction	-	-	-	-

50 & 60 - Compensatory Ed. Inst.	1,443,600	1,515,780	1,591,569	1,671,147
70 - Other Inst. Programs	1,202,000	1,262,100	1,325,205	1,391,465
80- Community Services	-	-	-	-
90 - Support Services	12,388,300	13,007,715	13,658,101	14,341,006
Total Expenditures	\$ 55,472,800	\$ 58,246,440	\$ 61,158,762	\$ 64,216,700
Transfer Out (G.L.536)	-	-	-	-
Other Financing Uses (G.L. 535)	-	-	-	-
Excess of Revenue Over/Under	\$ 2,752,000	\$ 1,154,722	\$ (518,857)	\$ (2,271,093)
	\$ 18,362.40	\$ 19,280.52	\$ 20,137.89	\$ 21,089.23

General Fund**Beginning Fund Balance****MAY BSR**

Description	2025-26	2026-27	2027-28	2028-29
810-Restricted Other Items	-	\$ -	\$ -	\$ -
815-Rest. Unequalized Deductible Rev	-	\$ -	\$ -	\$ -
821- Rest. For C.O. of Rest. Revenue	320,700	\$ 300,000	\$ 300,000	\$ 300,000
825-Rest. For Skills Center	-	\$ -	\$ -	\$ -
828- Rest. For Carryover Food Service	77,000	\$ 75,000	\$ 75,000	\$ 75,000
830- Rest. For Debt Service	-	\$ -	\$ -	\$ -
835-Rest. For Arbitrage Rebate	-	\$ -	\$ -	\$ -
840-Nonspendable F.B. Inventory & Pre Paid Items	300,600	\$ 300,000	\$ 300,000	\$ 300,000
845- Restricted for Self-Insurance	-	\$ -	\$ -	\$ -
850- Restricted for Uninsured Risk	-	\$ -	\$ -	\$ -
870- Committed to Other Purpose	-	\$ -	\$ -	\$ -
872- Committed to Economic Stabilization	-	\$ -	\$ -	\$ -
875-Assigned to Contingencies	-	\$ -	\$ -	\$ -
884-Assigned to Other Cap. Projects	-	\$ -	\$ -	\$ -
888- Assigned to Other Purpose	-	\$ -	\$ -	\$ -
890- Unassigned Fund Balance	3,411,000	\$ 6,186,300	\$ 7,033,854	\$ 6,348,579
891-Minimum Fund Balance Policy	3,021,200	\$ 3,021,200	\$ 3,328,368	\$ 3,494,786
Total Beginning Fund Balance	\$ 7,130,500	\$ 9,882,500	\$ 11,037,222	\$ 10,518,365
		\$ 9,882,500	\$ 11,037,222	\$ 10,518,365

General Fund**Ending Fund Balance**

Description	2025-26	2026-27	2027-28	2028-29
810-Restricted Other Items	-	-	-	-
815-Rest. Unequalized Deductible Rev	-	-	-	-
821- Rest. For C.O. of Rest. Revenue	300,000	300,000	300,000	300,000
825-Rest. For Skills Center	-	-	-	-
828- Rest. For Carryover Food Service	75,000	75,000	75,000	75,000
830- Rest. For Debt Service	-	-	-	-
835-Rest. For Arbitrage Rebate	-	-	-	-
840-Nonspendable F.B. Inventory & Pre Paid Items	300,000	300,000	300,000	300,000
845- Restricted for Self-Insurance	-	-	-	-
850- Restricted for Uninsured Risk	-	-	-	-
870- Committed to Other Purpose	-	-	-	-
872- Committed to Economic Stabilization	-	-	-	-
875-Assigned to Contingencies	-	-	-	-
884-Assigned to Other Cap. Projects	-	-	-	-
888- Assigned to Other Purpose	-	-	-	-
890- Unassigned Fund Balance	6,186,300	7,033,854	6,348,579	3,902,746
891-Minimum Fund Balance Policy	3,021,200	3,328,368	3,494,786	3,669,526
Total Ending Fund Balance (Check Figure)	\$ 9,882,500	\$ 11,037,222	\$ 10,518,365	\$ 8,247,272
Total Ending Fund Balance	\$ 9,882,500	\$ 11,037,222	\$ 10,518,365	\$ 8,247,272

F-195F Four Year Projection**Capital Projects****Revenue**

Description	2025-26	2026-27	2027-28	2028-29
1000 - Local Taxes	6,690,300	7,123,800	7,337,400	7,557,500
2000 - Local Nontax Support	-	-	-	-
Total Revenue	\$ 6,690,300	\$ 7,123,800	\$ 7,337,400	\$ 7,557,500

Capital Projects**Expenditures**

Description	2025-26	2026-27	2027-28	2028-29
10 - Sites	434,850	751,600	101,000	56,300
20 - Buildings	494,650	307,300	9,069,000	8,801,200
30 - Equipment	-	121,200	-	100,100
Total Expenditures	\$ 929,500	\$ 1,180,100	\$ 9,170,000	\$ 8,957,600
Other Financing Uses-Transfers Out (G.L. 536)	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Other Financing Uses (G.L. 535)	\$ -	\$ -	\$ -	\$ -
Excess of Revenue Over/Under	\$ 4,760,800	\$ 4,943,700	\$ (2,832,600)	\$ (2,400,100)

Capital Projects**Beginning Fund Balance**

Description	2025-26	2026-27	2027-28	2028-29
840-Nonspendable Fund Balance Inv. & Prepaid Items	\$ 84,400	\$ 100,000	\$ 100,000	\$ 100,000
861-Restricted from Bond Proceeds	\$ -	\$ -	\$ -	\$ -
862-Committed from Levy Proceeds	\$ 149,300	\$ 200,000	\$ 200,000	\$ 200,000
866-Restricted from Impact Fee Proceeds	\$ 84,000	\$ 100,000	\$ 100,000	\$ 100,000
867-Restricted from Mitigation Fee Proceeds	\$ -	\$ -	\$ -	\$ -
870-Committed to Other Purposes	\$ -	\$ -	\$ -	\$ -
889-Assigned to Fund Purposes	\$ 1,914,500	\$ 6,593,000	\$ 11,536,700	\$ 8,704,100
890- Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -
Total Beginning Fund Balance	\$ 2,232,200	\$ 6,993,000	\$ 11,936,700	\$ 9,104,100

Capital Projects**Ending Fund Balance**

Description	2025-26	2026-27	2027-28	2028-29
840-Nonspendable Fund Balance Inv. & Prepaid Items	100,000	100,000	100,000	100,000
861-Restricted from Bond Proceeds	-	-	-	-
862-Committed from Levy Proceeds	200,000	200,000	200,000	200,000
866-Restricted from Impact Fee Proceeds	100,000	100,000	100,000	100,000
867-Restricted from Mitigation Fee Proceeds	-	-	-	-
869-Restricted from Undistributed Proceeds	-	-	-	-
870-Committed to Other Purposes	-	-	-	-
889-Assigned to Fund Purposes	6,593,000	11,536,700	8,704,100	6,304,000
890- Unassigned Fund Balance	-	-	-	-
Total Ending Fund Balance (Check Figure)	\$ 6,993,000	\$ 11,936,700	\$ 9,104,100	\$ 6,704,000
Total Ending Fund Balance	\$ 6,993,000	\$ 11,936,700	\$ 9,104,100	\$ 6,704,000

F-195F Four Year Projection**ASB****Revenue**

Description	2025-26	2026-27	2027-28	2028-29
100 - General Student Body	243,998	248,878	253,856	258,933
200 - Athletics	261,997	267,237	272,582	278,033
300 - Classes	69,700	71,094	72,516	73,966
400 - Clubs	866,525	883,856	901,533	919,563
600 - Private Moneys	7,050	7,191	7,335	7,482
Total Revenue	\$ 1,449,270	\$ 1,478,255	\$ 1,507,821	\$ 1,537,977

ASB**Expenditures**

Description	2025-26	2026-27	2027-28	2028-29
100 - General Student Body	245,100	250,002	255,002	260,102
200 - Athletics	316,580	322,912	329,370	335,957
300 - Classes	63,700	64,974	66,273	67,599
400 - Clubs	781,670	797,303	813,249	829,514
600 - Private Moneys	8,700	8,874	9,051	9,233
Total Expenditures	\$ 1,415,750	\$ 1,444,065	\$ 1,472,946	\$ 1,502,405
Excess of Revenue Over/Under	\$ 33,520	\$ 34,190	\$ 34,874	\$ 35,572

ASB**Beginning Fund Balance**

Description	2025-26	2026-27	2027-28	2028-29
810-Restricted Other Items	\$ -	\$ -	\$ -	\$ -
819-Restrict For Fund Purposes	\$ 400,000	\$ 433,520	\$ 467,710	\$ 502,584
840-Nonspendable F.B. Inventory & Pre Paid Items	\$ -	\$ -	\$ -	\$ -
Total Beginning Fund Balance	\$ 400,000	\$ 433,520	\$ 467,710	\$ 502,584
		\$ 433,520	\$ 467,710	\$ 502,584

ASB**Ending Fund Balance**

Description	2025-26	2026-27	2027-28	2028-29
810-Restricted Other Items	\$ -	\$ -	\$ -	\$ -
819-Restrict For Fund Purposes	\$ 433,520	\$ 467,710	\$ 502,584	\$ 538,156
840-Nonspendable F.B. Inventory & Pre Paid Items	\$ -	\$ -	\$ -	\$ -
Total Ending Fund Balance (Check Figure)	\$ 433,520	\$ 467,710	\$ 502,584	\$ 538,156
Total Ending Fund Balance	\$ 433,520	\$ 467,710	\$ 502,584	\$ 538,156

Coversheet

Approval of May and June 2025 Accounts Payable and May 2025 Payroll

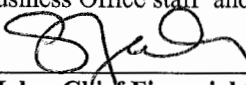
Section: V. Consent Agenda
Item: A. Approval of May and June 2025 Accounts Payable and May 2025 Payroll
Purpose:
Submitted by:
Related Material: May and June 2025 Accounts Payable and May 2025 Payroll.pdf

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: June 18, 2025

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.


Sarah Jahn, Chief Financial Officer

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	800973	to	800975	\$ 6,322.10
	Payroll A/P	135620	to	135634	\$ 538,749.91
	Payroll ACH Payments		to		\$ 514,879.40
	Payroll Taxes		to		\$ 630,100.26
	Direct Deposit		to		\$ 1,741,809.45
May 23, 2025	Accounts Payable	135635	to	135671	\$ 242,111.42
June 3, 2025	Accounts Payable	135672	to	135672	\$ 1,066.77
June 9, 2025	Accounts Payable	135673	to	135713	\$ 464,236.49
June 9, 2025	Accounts Payable	135714	to	135717	\$ 80.10
June 2, 2025	Accounts Payable ACH	202400094	to	202400094	\$ 47,829.27
May 29, 2025	Accounts Payable Void				\$ (441.20)
TOTAL GENERAL FUND:					\$ 4,186,743.97
CAPITAL PROJECTS FUND:					
June 3, 2025	Accounts Payable	200644	to	200644	\$ 46.46
June 9, 2025	Accounts Payable	200645	to	200645	\$ 3,678.00
June 2, 2025	Accounts Payable ACH	202400093		202400093	\$ 580.00
TOTAL CAPITAL PROJECTS FUND:					\$ 4,304.46
ASSOCIATED STUDENT BODY FUND:					
June 3, 2025	Accounts Payable	405648	to	405648	\$ 621.72
June 9, 2025	Accounts Payable	405649	to	405650	\$ 50.00
June 9, 2025	Accounts Payable	405651	to	405658	\$ 13,091.73
June 2, 2025	Accounts Payable ACH	202400095	to	202400095	\$ 19,761.07
May 29, 2025	Accounts Payable Void				\$ (10.00)
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 33,514.52

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

PAYROLL

A/P

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$538,746.91. The payments are further identified in this document..

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135620 through 135634, totaling \$538,746.91

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135620	*CSIDENTITY CORPORATION	05/30/2025	20250530ADNWEXP	Payroll accrual	0	25.50	25.50
135621	*DVM INSURANCE AGENCY - DBA NA	05/30/2025	20250530ADNWPI	Payroll accrual	0	169.71	169.71
135622	*EMPLOY SEC DEPTS - WA LTC	05/30/2025	20250530AD1WLTC	Payroll accrual	0	12,466.91	12,466.91
135623	*EMPLOYMENT SECURITY DEPARTMEN	05/30/2025	20250530AD1PFML	Payroll accrual	0	16,908.29	23,640.80
			20250530AF1PFML	Payroll accrual	0	6,732.51	
135624	*ESD UNEMPLOYMENT POOL	05/30/2025	20250530AF1UC	Payroll accrual	0	5,859.90	5,859.90
135625	*LEGAL ACCESS CONSULTING LLC -	05/30/2025	20250530ADNWLE	Payroll accrual	0	97.72	97.72
135626	*P.S.C., INC.	05/30/2025	20250530ADZ2013	Payroll accrual	0	114.12	114.12
135627	*PUGET SOUND WORKERS COMP TRUS	05/30/2025	20250530AD1WC	Payroll accrual	0	4,028.69	21,169.68
			20250530AF1WC	Payroll accrual	0	17,140.99	
135628	*TRANSWORLD SYSTEMS INC	05/30/2025	20250530ADZ1011	Payroll accrual	0	533.02	533.02
135629	*WEA PAYROLL DEDUCTIONS	05/30/2025	20250530ADC0UA	Payroll accrual	0	19,029.78	23,691.70
			20250530ADC0UB	Payroll accrual	0	292.89	
			20250530ADC0UC	Payroll accrual	0	63.74	
			20250530ADC1UB	Payroll accrual	0	971.49	
			20250530ADC1UC	Payroll accrual	0	458.57	
			20250530ADC1UD	Payroll accrual	0	953.28	
			20250530ADC1UE	Payroll accrual	0	1,359.68	
			20250530ADC1UF	Payroll accrual	0	38.13	
			20250530ADC1UG	Payroll accrual	0	69.63	
			20250530ADC3UB	Payroll accrual	0	48.00	
			20250530ADC4UC	Payroll accrual	0	338.75	
			20250530ADC0US	Payroll accrual	0	67.76	
135630	HCA-SEBB BENEFITS	05/30/2025	20250530AFSEBB	Payroll accrual	0	395,808.00	395,808.00
135631	HCA-SEBB BENEFITS	05/30/2025	20250530ADKP1CR	Payroll accrual	0	140.00	43,646.00
			20250530ADKP1ER	Payroll accrual	0	80.00	
			20250530ADKP2CR	Payroll accrual	0	600.00	
			20250530ADKP2ER	Payroll accrual	0	456.00	
			20250530ADKP2FR	Payroll accrual	0	684.00	
			20250530ADKP3ER	Payroll accrual	0	540.00	
			20250530ADKW1ER	Payroll accrual	0	138.00	
			20250530ADKW2CR	Payroll accrual	0	288.00	
			20250530ADKW2ER	Payroll accrual	0	330.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20250530ADKW2FR	Payroll accrual	0	495.00	
			20250530ADKWSCR	Payroll accrual	0	1,712.00	
			20250530ADKWSER	Payroll accrual	0	2,465.00	
			20250530ADKWSFR	Payroll accrual	0	2,612.00	
			20250530ADKWSSR	Payroll accrual	0	1,489.00	
			20250530ADPHCR	Payroll accrual	0	1,180.00	
			20250530ADPHER	Payroll accrual	0	1,400.00	
			20250530ADPHFR	Payroll accrual	0	2,075.00	
			20250530ADPHSR	Payroll accrual	0	2,160.00	
			20250530ADPMCR	Payroll accrual	0	90.00	
			20250530ADPMER	Payroll accrual	0	51.00	
			20250530ADPMFR	Payroll accrual	0	153.00	
			20250530ADPSCR	Payroll accrual	0	1,104.00	
			20250530ADPSER	Payroll accrual	0	1,580.00	
			20250530ADPSFR	Payroll accrual	0	2,632.00	
			20250530ADPSSR	Payroll accrual	0	1,131.00	
			20250530ADV1CR	Payroll accrual	0	364.00	
			20250530ADV1FR	Payroll accrual	0	624.00	
			20250530ADV2ER	Payroll accrual	0	624.00	
			20250530ADV2FR	Payroll accrual	0	936.00	
			20250530ADV2SR	Payroll accrual	0	624.00	
			20250530ADVACR	Payroll accrual	0	3,285.00	
			20250530ADVACR	Payroll accrual	0	1,875.00	
			20250530ADVAFR	Payroll accrual	0	3,800.00	
			20250530ADVASR	Payroll accrual	0	3,025.00	
			20250530ADVHSAC	Payroll accrual	0	37.00	
			20250530ADVHSAE	Payroll accrual	0	84.00	
			20250530ADVHSAF	Payroll accrual	0	189.00	
			20250530ADVHSAS	Payroll accrual	0	84.00	
			20250530ADVUCR	Payroll accrual	0	515.00	
			20250530ADVUER	Payroll accrual	0	730.00	
			20250530ADVUFR	Payroll accrual	0	1,105.00	
			20250530ADVUSR	Payroll accrual	0	160.00	
135632	HCA-SEBB FLEX SPEND	05/30/2025	20250530ADDCFSA	Payroll accrual	0	1,250.01	6,260.46
			20250530ADHCFSA	Payroll accrual	0	5,010.45	
135633	IDAHO CHILD SUPPORT RECEIPTING	05/30/2025	20250530ADCSIDS	Payroll accrual	0	295.00	295.00
135634	The Standard Insurance Company	05/30/2025	20250530ADLTD50	Payroll accrual	0	1,022.35	4,968.39
			20250530ADLTD60	Payroll accrual	0	3,946.04	

15 Computer Check(s) For a Total of 538,746.91

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	15	Computer	Checks For a Total of	538,746.91
Total For	15	Manual, Wire Tran, ACH & Computer Checks		538,746.91
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	538,746.91

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$1,144,979.66. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202400088 through 202400092, totaling \$1,144,979.66

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400088	KEYBANK NATIONAL ASSOCIATION	05/30/2025	20250530AD1FIC	Payroll accrual	0	154,442.15	630,100.26
			20250530AD1FIT	Payroll accrual	0	230,847.07	
			20250530AD1FIT+	Payroll accrual	0	18,129.81	
			20250530AD1Med	Payroll accrual	0	36,119.54	
			20250530AF1FIC	Payroll accrual	0	154,442.15	
			20250530AF1Med	Payroll accrual	0	36,119.54	
202400089	*KEYBANK NA - OMNI	05/30/2025	20250530ADA101	Payroll accrual	0	1,400.00	23,766.40
			20250530ADA104	Payroll accrual	0	3,137.50	
			20250530ADA104R	Payroll accrual	0	78.90	
			20250530ADA105	Payroll accrual	0	1,538.00	
			20250530ADA105R	Payroll accrual	0	3,913.00	
			20250530ADA106	Payroll accrual	0	200.00	
			20250530ADA107	Payroll accrual	0	2,666.00	
			20250530ADA108	Payroll accrual	0	2,450.00	
			20250530ADA108R	Payroll accrual	0	3,365.00	
			20250530ADA109	Payroll accrual	0	4,668.00	
			20250530ADA109R	Payroll accrual	0	350.00	
202400090	*KEYBANK NA - DSHS	05/30/2025	20250530ADCS%50	Payroll accrual	0	1,657.44	1,657.44
202400091	*KEYBANK NA - DRS	05/30/2025	20250530AD1ReE0	Payroll accrual	0	0.00	463,627.39
			20250530AD1ReE2	Payroll accrual	0	28,503.29	
			20250530AD1ReE3	Payroll accrual	0	16,104.32	
			20250530AD1ReT0	Payroll accrual	0	0.00	
			20250530AD1ReT2	Payroll accrual	0	48,392.89	
			20250530AD1ReT3	Payroll accrual	0	97,426.77	
			20250530ADA81%3	Payroll accrual	0	1,995.14	
			20250530ADA8103	Payroll accrual	0	19,163.00	
			20250530ADA8113	Payroll accrual	0	2,141.00	
			20250530ADDCP R	Payroll accrual	0	3,600.00	
			20250530ADDCP%R	Payroll accrual	0	203.15	
			20250530AF1ReE0	Payroll accrual	0	0.00	
			20250530AF1ReE2	Payroll accrual	0	38,604.52	
			20250530AF1ReE3	Payroll accrual	0	22,111.43	
			20250530AF1ReT0	Payroll accrual	0	0.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20250530AF1ReT2	Payroll accrual	0	59,200.14	
			20250530AF1ReT3	Payroll accrual	0	126,181.74	
202400092	*KEYBANK NA - VEBA	05/30/2025	20250530ADV1119	Payroll accrual	0	2,500.00	25,828.17
			20250530ADV2119	Payroll accrual	0	5,000.00	
			20250530ADV3119	Payroll accrual	0	15,551.83	
			20250530ADV3ps	Payroll accrual	0	976.34	
			20250530ADV4119	Payroll accrual	0	1,500.00	
			20250530ADV4ps	Payroll accrual	0	300.00	
5 Wire Transfer Check(s) For a Total of							1,144,979.66

	0	Manual	Checks For a Total of	0.00
	5	Wire Transfer	Checks For a Total of	1,144,979.66
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	5	Manual, Wire Tran, ACH & Computer Checks		1,144,979.66
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,144,979.66

GENERAL FUNDS

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$242,111.42. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135635 through 135671, totaling \$242,111.42

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135635	AMAZON.COM SALES, INC	05/25/2025	11PP-T7RH-1QLG	CC - PRINCIPAL SUPPLIES	0	52.60	4,532.42
			11RX-YGC9-VV1Y	SHS PRINCIPAL SUPPLIES	4312425004	125.49	
			13CL-FF7L-VFRJ	SP - TEACHING SUPPLIES KIWANIS DONATION, PRINCIPAL SUPPLIES	0	694.18	
			13R3-3LDJ-N6DQ	CD - PRINCIPAL SUPPLIES	1462425016	50.54	
			1463-H4QD-T1VN	STUDENT SRVCS - HEALT SUPPLIES	0	31.37	
			14LJ-HG1R-3Q7R	SHS - PRINCIPAL SUPPLIES	4312425004	219.87	
			17TW-MYHJ-3RQM	CTE - ART SUPPLIES	0	39.62	
			19CQ-39NQ-PQTX	CTE - ENVIRONMENTAL SCIENCE SUPPLIES	0	110.13	
			1DCV-LF9D-V99W	SP - PRINCIPAL SUPPLIES, TEACHING SUPPLIES, HEALTHROOM SUPPLIES	0	326.85	
			1DMQ-WVVV-16LG	AIE - TEACHING SUPPLIES	0	97.02	
			1FKG-3TGG-3QJL	CC - TEACHING SUPPLIES	0	980.31	
			1JDW-TMRH-3D6D	CC - PRINCIPAL SUPPLIES	0	46.37	
			1KW7-FM7Y-TP6J	CC - 2024-2025	1622425010	16.43	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Teaching Supplies			
			1KW7-FM7Y-TRNF	SHS - PRINCIPAL'S SUPPLIES	4312425004	115.35	
			1MTV-PVVH-TCHX	CTE - OFFICE SUPPLIES	0	209.18	
			1MX4-LJ46-WRH9	T&L - TECH SUPPLIES	0	93.24	
			1N1G-YNCK-P4DG	PIO - TEACHING SUPPLIES TERM 2	2372425021	355.34	
			1NLJ-JK6F-TXRQ	CC - PRINCIPLA SUPPLIES	0	148.14	
			1P1Y-36G1-TQ31	CC - PRINCIPAL SUPPLIES	0	6.80	
			1QTC-H4TN-111C	STUDENT SRVCS - TEACHING SUPPLIES	0	23.27	
			1R9G-TV9W-MC61	T&L - TECH SUPPLIES	0	49.95	
			1RFG-GNT9-TW77	CD - TEACHING SUPPLIES	1462425015	13.51	
			1RPT-YL97-3KP3	CD - PRINCIPAL SUPPLIES	1462425016	119.63	
			1RY9-LYX9-V6X9	SHS - SCIENCE DEPT TEACHING SUPPLIES	0	69.89	
			1TMN-47PQ-WH7H	T&L - TECH SUPPLIES	0	12.02	
			1VHQ-GQ7N-13NW	SHS - SCIENCE DEPT TEACHING SUPPLIES	0	183.61	
			1VN9-1KH3-1XDT	MAINTENANCE SUPPLIES	102425075	81.56	
			1XDD-4CDV-3HJY	CD - TEACHING SUPPLIES	1462425015	67.22	
			1XVQ-VQQN-3CW3	CTE - ASL TEACHING SUPPLIES	0	192.93	
135636	AMERGIS HEALTHCARE STAFFING SV	05/25/2025	E16218080294	Contract nursing services, Emily Godfrey, LPN (1:1 CC student)	92425014	2,170.00	13,490.72
			E16218280294	Catherine Chilton, OT Contract weekly pay rate 24-25 SY	92425007	2,153.90	
			E16293800294	Aderonke Adeyemo, Special Ed Teacher Contract 24-25 SY (PIO)	92425017	3,187.50	
			E16293860294	Contract nursing services, Emily Godfrey, LPN (1:1	92425014	1,244.96	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				CC student)			
			E16294360294	Bethany DeSue,	92425006	2,532.86	
				RBT Contract			
				weekly pay rate			
				24-25 SY			
			E16294630294	Catherine	92425007	2,201.50	
				Chilton, OT			
				Contract weekly			
				pay rate 24-25 SY			
135637	CAPITAL BUSINESS MACHINES INC	05/25/2025	INV263181	SALTAR'S POINT	0	96.33	2,634.82
				ELEMENTARY SCHOOL			
				TONER SUPPLY			
			INV264664	SHSD COPIER USAGE	82425005	185.88	
				FY 2024-25			
			INV264665	SHSD COPIER USAGE	82425005	411.60	
				FY 2024-25			
			INV264666	SHSD COPIER USAGE	82425005	409.08	
				FY 2024-25			
			INV264667	SHSD COPIER USAGE	82425005	467.41	
				FY 2024-25			
			INV264668	SHSD COPIER USAGE	82425005	378.13	
				FY 2024-25			
			INV264669	SHSD COPIER USAGE	82425005	473.40	
				FY 2024-25			
			INV264670	SHSD COPIER USAGE	82425005	8.36	
				FY 2024-25			
			INV264671	SHSD COPIER USAGE	82425005	23.24	
				FY 2024-25			
			INV264672	SHSD COPIER USAGE	82425005	78.89	
				FY 2024-25			
			INV267757	SALTAR'S POINT	0	102.50	
				ELEMENTARY SCHOOL			
				TONER SUPPLY			
135638	CHIARENZA, LAYNE ELISE	05/25/2025	Mreim_4.16.25	CHLOE CLARK	0	15.54	15.54
				ELEMENTARY SCHOOL			
				PROFESSIONAL			
				SERVICES MILEAGE			
				REIMBURSEMENT			
135639	CITY OF TACOMA - TACOMA PUBLIC	05/25/2025	100683154_5.13.25	STEILACOOM HIGH	0	48.34	48.34
				SCHOOL READER			
				BOARD			
135640	CONSOLIDATED ELECTRICAL DISTRI	05/25/2025	8541-1085341	OPEN PURCHASE	102425071	19.30	235.23
				ORDER 2024-2025			
				for			
				ELECTRICAL/LIGHTS			
				SUPPLIES			
			8541-1085343	OPEN PURCHASE	102425071	215.93	
				ORDER 2024-2025			
				for			
				ELECTRICAL/LIGHTS			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135641	CROOK, RACHEL MCKENZIE	05/25/2025	reim_4.19.25	SUPPLIES SALTAR'S POINT ELEMENTARY TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	29.31	29.31
135642	CROSS CULTURAL COMMUNICATIONS	05/25/2025	56	CROSS CULTURAL INTERPRETATION OPEN PO FOR SERVICES	272425080	110.00	110.00
135643	CRUZ, REBEKAH MORRIS CARGILL	05/25/2025	reim_4.30.25	SALTAR'S POINT ELEMENTARY SCHOOL TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	36.32	36.32
135644	ELANTECH, LLC	05/25/2025	ES-23325	Quote Details Part number Q9H63A Part description HPE Aruba AP-515 (US) Dual Radio 4X4:4 + 2X2:2 802.11ax Internal Antennas Unified Campus AP with mounting bracket Condition used. Warranty 30 days Quantity 120 pieces Price 65 each Total 7800	272425091	7,800.00	7,800.00
135645	EMMONS, EMILY J	05/25/2025	reim_5.12.25	CHLOE CLARK ELEMENTARY SCHOOL PRINCIPAL'S SUPPLIES PURCHASE REIMBURSEMENT	0	16.52	16.52
135646	ESD 113	05/25/2025	5712500377	Interlocal Agreement Audiology Services 24-25 SY	92425018	931.00	15,905.56
			6402500475	SKYWARD/WESTPAC FEES	272425057	14,974.56	
135647	FERGUSON ENTERPRISES, LLC	05/25/2025	361384	OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES	102425086	205.89	205.89
135648	FISERV/CARDCONNECT LLC	05/25/2025	92279697	FY2022-2023 AND FY 2024-2025 (SPRING SEMESTER) MONTHLY FEES	82425029	2,509.97	2,509.97
135649	GRADUATION ALLIANCE, INC.	05/25/2025	GA78140	OPEN PO - GRADUATION	272425061	933.52	933.52

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ALLIANCE INVOICES			
				FOR 24-25 FROM			
				SHS. (FIRST			
				SEMESTER)			
135650	GRAINGER	05/25/2025	9485446265	OPEN PURCHASE	102425011	26.63	310.31
				ORDER 2024-2025			
				for SUPPLIES			
			9496272239	OPEN PURCHASE	102425011	283.68	
				ORDER 2024-2025			
				for SUPPLIES			
135651	KCDA	05/25/2025	300846874	KCDA- COPY PAPER	2372425002	1,193.30	1,851.13
				FOR 2024-25SY			
			300847620	CD - KCDA:	1462425023	657.83	
				teaching supplies			
135652	LAKEWOOD CITY GLASS	05/25/2025	I006530	OPEN PURCHASE	102425017	1,589.84	1,589.84
				ORDER 2024-2025			
				for GLASS WINDOW			
				REPAIRS			
135653	LANGUAGE LINK	05/25/2025	3011392	LANGUAGE LINK	272425044	46.40	46.40
				INTERPRETATION			
				SERVICES FOR			
				24-25			
135654	LEADER SERVICES	05/25/2025	WA12978	Medicaid Billing	92425015	9.80	9.80
				(transaction fee			
				billed monthly,			
				\$1.40/transaction)			
135655	MOCK, JANELLE HOWE	05/25/2025	reim_4.21.25	STEILACOOM HIGH	0	51.92	51.92
				SCHOOL ARTS			
				SUPPLY PURCHASE			
				REIMBURSEMENT			
135656	O'REILLY AUTO PARTS	05/25/2025	3626-119217	OPEN PURCHASE	102425045	165.13	168.73
				ORDER 2024-2025			
				for VEHICLE			
				PARTS/SUPPLIES			
			SC04770611	OPEN PURCHASE	102425045	3.60	
				ORDER 2024-2025			
				for VEHICLE			
				PARTS/SUPPLIES:			
				FINANCE CHARGE			
135657	ODP SOLUTIONS, LLC	05/25/2025	421442480001	SHSD WORKROOM	82425047	145.84	608.15
				SUPPLIES			
			421504279001	SP - 10 cases of	1272425008	462.31	
				copy paper			
135658	PROCARE THERAPY	05/25/2025	21199022	Sara Rios, TVI	92425016	1,250.00	2,906.25
				Contract 24-25 SY			
				(vision services)			
			21205253	Sara Rios, TVI	92425016	1,656.25	
				Contract 24-25 SY			
				(vision services)			
135659	PUYALLUP SCHOOL DISTRICT	05/25/2025	AR309424	Interlocal	92425021	9,937.30	9,937.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Agreement for special education services DHH student 24-25 SY			
135660	REFRIGERATION SUPPLIES DISTRIB	05/25/2025	26365758-00	OPEN PURCHASE	102425023	153.51	718.00
				ORDER 2024-2025 for SUPPLIES			
			26366226-00	OPEN PURCHASE	102425023	564.49	
				ORDER 2024-2025 for SUPPLIES			
135661	SARCO SUPPLY	05/25/2025	1161938	SHS OPEN PURCHASE	102425076	236.98	1,915.86
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162024	SP OPEN PURCHASE	102425091	693.75	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162025	CD OPEN PURCHASE	102425089	759.70	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162033	CC OPEN PURCHASE	102425090	32.18	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162090	AI OPEN PURCHASE	102425094	59.90	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162091	SP OPEN PURCHASE	102425091	38.45	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162094	CD OPEN PURCHASE	102425089	22.42	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
			1162095	PIO OPEN PURCHASE	102425082	72.48	
				ORDER 2024-2025 for CUSTODIAL SUPPLIES			
135662	SODEXO INC & AFFILIATES	05/25/2025	1002760791	FOOD SERVICE	82425031	127,849.76	127,849.76
				MANAGEMENT SPRING SEMESTER FY 2024-25 (JAN - MAY)			
135663	STATE AUDITOR'S OFFICE	05/25/2025	L168455	FEDERAL AND	82425015	6,927.19	6,927.19
				FINANCIAL AUDIT FY 2024-25			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135664	TACOMA SCREW PRODUCTS, INC.	05/25/2025	100380694-00	OPEN PURCHASE ORDER 2024-2025 for SUPPLIES	102425027	90.77	90.77
135665	TATE, MICHELLE	05/25/2025	reim_5.12.25	SLATAR'S POINT ELEMENTARY TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	111.91	111.91
135666	TOWN OF STEILACOOM	05/25/2025	2025-05-02-01	Town of Steilacoom SRO	182425007	9,402.98	9,402.98
135667	ULINE	05/25/2025	192265224	STEILACOOM HIGH SCHOOL CROWD CONTROL RETRACTABLE BELT WALL MOUNT	0	544.41	544.41
135668	UNIVERSITY OF WASHINGTON	05/25/2025	CI-00227342	PROFESSIONAL DEVELOPMENT FEBRUARY -MARCH 2025 WITH UNIVERSITY OF WASHINGTON	272425074	25,000.00	25,000.00
135669	US DEPT OF THE TREASURY	05/25/2025	Reim_05202025	REGION COP GRANT REIMBURSEMENT	0	468.00	468.00
135670	WEX BANK	05/25/2025	104764669	MOTOR VEHICLE FUEL SUPPLY SPRING 2024-2025 (JAN - MAY)	82425035	2,657.35	2,657.35
135671	TREAT YOUR SELFIE	05/25/2025	006	STEILACOOM HIGH SCHOOL CLASS OF 2026: PROM PHOTO BOOTH	0	441.20	441.20
				37 Computer	Check(s) For a Total of		242,111.42

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	37	Computer	Checks For a Total of	242,111.42
Total For	37	Manual, Wire Tran, ACH & Computer Checks		242,111.42
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		242,111.42

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$1,066.77. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135672 through 135672, totaling \$1,066.77

Secretary _____
Board Member _____

Board Member _____
Board Member _____

Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135672	STEILACOOM HIST SCHOOL DIST #1	06/10/2025	CTAX11 20250603AAA	Comp Tax owed for Cash Account 11 through 05/31/2025	0	922.14	1,066.77
			CTAXCTW 20250603AAB	Comp Tax owed for Cash Account CTW through 05/31/2025	0	144.63	
				1 Computer	Check(s) For a Total of		1,066.77

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,066.77
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,066.77
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,066.77

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$464,236.49. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135673 through 135713, totaling \$464,236.49

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135673	ACCO BRANDS USA LLC	06/10/2025	4730281486	CHERRYDALE PRIMARY SCHOOL: GBC laminator	1462425022	2,851.21	2,851.21
135674	AMAZON.COM SALES, INC	06/10/2025	141D-W6CP-X33L	SP - PRINCIPAL SUPPLIES FANNIN	0	7.70	3,254.67
			141D-W6CP-XTRF	SHS - TEACHING SUPPLIES ANDERSON	0	49.53	
			16TN-LX6G-WL7D	CC - TEACHING SUPPLIES 1ST GRADE	0	379.73	
			1C41-Y9FF-WHYC	CD - Amazon orders not to exceed \$1500. Teaching Supplies Account	1462425015	338.65	
			1C7N-7DCD-WVQD	CTE - ASL SUPPLIES WILLIAMS	0	20.91	
			1CFC-NCFN-WG3R	SP -TEACHING SUPPLIES CROOK	0	29.24	
			1CVY-DMNY-4CNY	PIO - TEACHING SUPPLIES TERM 2	2372425021	290.13	
			1F1M-QCR4-W3V9	CTE - TEXTILES SUPPLIES MATTES	0	166.08	
			1F1M-QCR4-X3NL	SHS - TEACHING SUPPLIES HISTORY/ S STUDIES	0	109.42	
			1G7M-74TP-X7VC	CTE - ART SUPPLIES MOCK	0	90.70	
			1G7M-74TP-XKD3	SP - TEACHING SUPPLIES BLDG DONATIONS	0	12.62	
			1GJT-6WTX-Y6MY	SP - TEACHING SUPPLIES KIWANIS	0	18.06	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				DONATION			
			1H4V-3C9T-WKCC	CD - Amazon orders not to exceed \$500. Principal Supplies Account	1462425016	75.84	
			1J97-K9TM-WY4M	SP - TEACHING SUPPLIES GAFFEY	0	10.89	
			1JTP-MV33-WV76	CC - TEACHING SUPPLIES TWIN STAR DONATION	0	156.09	
			1KHT-LY1F-W9XM	PIO - TEACHING SUPPLIES TERM 2	2372425021	78.98	
			1N7Y-H3JP-WT6T	CC - PRINCIPAL'S SUPPLIES	0	53.76	
			1NKY-9MX3-WHXG	AIE - INSTR DEV MAT'LS	0	19.46	
			1Q1M-XGRF-VYLT	SP - TEACHING SUPPLIES GAFFEY	0	31.22	
			1RXD-9JN4-WR1D	CTE - ART SUPPLIES MOCK	0	189.92	
			1RXD-9JN4-WW6X	SP - HEALTH ROOM SUPPLIES	0	27.45	
			1VC9-NYPV-VRDY	CC - Open PO Amazon for 24/25 teaching supplies	1622425003	28.49	
			1VHK-7QRH-XQCR	PIO - SOCIAL STUDIES SUPPLIES TERM 1 SEPT. - NOV.	2372425006	420.43	
			1WND-XVF9-WY43	CC - TEACHING SUPPLIES DONATION KIWANIS GRANT	0	236.28	
			1WXP-WY6Q-WFPG	MAINTENANCE SUPPLIES	102425075	413.09	
135675	AMERGIS HEALTHCARE STAFFING SV	06/10/2025	E15596950294	Aderonke Adeyemo, Special Ed Teacher Contract 24-25 SY (PIO)	92425017	3,187.50	20,712.18
			E15685430294	Aderonke Adeyemo, Special Ed Teacher Contract 24-25 SY (PIO)	92425017	3,187.50	
			E16352600294	Contract nursing services, Emily Godfrey, LPN (1:1 CC student)	92425014	2,077.00	
			E16352810294	Bethany DeSue, RBT Contract weekly pay rate	92425006	1,150.14	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			E16352930294	24-25 SY Catherine Chilton, OT Contract weekly pay rate 24-25 SY	92425007	2,193.10	
			E16430210294	Aderonke Adeyemo, Special Ed Teacher Contract 24-25 SY (PIO)	92425017	4,462.50	
			E16430590294	Contract nursing services, Emily Godfrey, LPN (1:1 CC student)	92425014	1,534.50	
			E16430890294	Catherine Chilton, OT Contract weekly pay rate 24-25 SY	92425007	1,662.50	
			E16430920294	Bethany DeSue, RBT Contract weekly pay rate 24-25 SY	92425006	1,257.44	
135676	ASATO, DANIELLE AIKO OI GEE	06/10/2025	reim_05202025_\$32.34	SALTAR'S POINT ELEMENTARY TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	32.34	32.34
135677	BROCK'S ACADEMY, LLC	06/10/2025	9527	Compensatory Tutoring for LK at \$125/hr	92425008	1,656.25	1,656.25
135678	BYU INDEPENDENT STUDY	06/10/2025	CI0002980	BYU - OPEN PO FOR INVOICES DURING THE 24-25 SCHOOL YEAR - FIRST SEMESTER	272425006	600.00	600.00
135679	CDW-G	06/10/2025	AE25A4T	HPE ARUBA MOUNTING BRACKETS	272425092	139.52	2,144.37
			AE2ME6V	HPE ARUBA MOUNTING BRACKETS	272425092	2,004.85	
135680	CLOVER PARK SCHOOL DISTRICT	06/10/2025	2540	STEILACOOM HIGH SCHOOL SWIM TEAM POOL RENTAL	82425049	1,190.00	7,105.00
			2544	STEILACOOM HIGH SCHOOL SWIM TEAM POOL RENTAL	82425049	5,915.00	
135681	DAILY JOURNAL OF COMMERCE	06/10/2025	3409808	DNS CAPITAL FACILITY PLAN ADD #438575	0	270.30	270.30
135682	DURHAM SCHOOL SERVICES	06/10/2025	00004178	APRIL STUDENT TRANSPORTATION FY 2024-25	82425050	313,547.06	313,547.06

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135683	ESD 113	06/10/2025	5712500450	Interlocal Agreement Audiology Services 24-25 SY	92425018	864.50	1,014.50
			7422500605	Employee Fingerprinting	182425009	150.00	
135684	FERGUSON ENTERPRISES, LLC	06/10/2025	3696740	OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES	102425086	251.04	122.19
			3696740-1	OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES	102425086	122.19	
			CM533828	OPEN PURCHASE 2024-2025 for PLUMBING SUPPLIES	102425086	-251.04	
135685	FIRST-CITIZENS BANK & TRUST CO	06/10/2025	47150444	DISTRICT COPIER LEASE SPRING FY 2024-2025 (JAN - MAY)	82425032	7,537.80	7,537.80
135686	GRAINGER	06/10/2025	9506936963	OPEN PURCHASE ORDER 2024-2025 for SUPPLIES	102425011	48.75	48.75
135687	HAROLD LEMAY ENTERPRISES	06/10/2025	19820050S180	SHSD MAINT WAREHOUSE: LOC 18251-001	0	242.76	8,327.56
			19822715S180	CHERRYDALE PRIMARY: LOC 18251-003	0	608.75	
			19822716S180	SHSD ADMIN BLDG 510: LOC 18251-004	0	242.76	
			19822718S180	PIONEER MIDDLE SCHOOL: LOC 18251-007	0	949.14	
			19822719S180	STEILACOOM HIGH SCHOOL: LOC 18251-008	0	2,232.16	
			19822720S180	STEILACOOM HIGH SCHOOL: LOC 18251-009	0	694.15	
			19822721S180	CHERRYDALE PRIMARY: LOC 18251-010	0	269.39	
			19822722S180	SHSD ADMIN BLDG 510: LOC 18251-011	0	155.41	
			19822723S180	SALTAR'S POINT ELEMENTARY: LOC 18251-013	0	1,123.99	
			19822724S180	SALTAR'S POINT	0	155.41	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ELEMENTARY: LOC 18251-014			
			19822725S180	CHLOE CLARK	0	1,218.85	
				ELEMENTARY: LOC 18251-015			
			19822726S180	CHLOE CLARK	0	279.38	
				ELEMENTARY: LOC 18251-016			
			19822727S180	SHSD MAINTENANCE	0	155.41	
				WAREHOUSE: LOC 18251-019			
135688	HONEY BUCKET	06/10/2025	0554843537	Standard Unit w/Weekly Service at SHS Boys Baseball Field	102425084	190.50	190.50
135689	KCDA	06/10/2025	300849596	PIONEER MIDDLE SCHOOL 6TH GRADE ELA TEACHING SUPPLIES	0	184.06	664.16
			300849758	CHLOE CLARK ELEMENTARY COPY PAPER SUPPLY	0	480.10	
135690	LAKEWOOD HARDWARE & PAINT	06/10/2025	773934	OPEN PURCHASE ORDER 2024-2025 for SUPPLIES	102425018	19.58	31.46
			774184	OPEN PURCHASE ORDER 2024-2025 for SUPPLIES	102425018	11.88	
135691	LEMAY MOBILE SHREDDING	06/10/2025	4888102S185	SALTAR'S POINT ELEMENTARY	0	97.80	260.44
			4888104S185	STEILACOOM HIGH SCHOOL: LOC 814426	0	92.48	
			4888959S185	CHLOE CLARK ELEMENTARY: LOC 961556	0	70.16	
135692	MCCLATCHY COMPANY LLC	06/10/2025	302709	PRINT LEGAL ADDS; IPL02302950, IPL0230295	0	574.92	574.92
135693	MURREYS DISPOSAL CO., INC.	06/10/2025	12937662S1111	Monthly minimum charge for medical waste disposal	92425013	17.96	17.96
135694	NATUREBRIDGE	06/10/2025	2503-000306	STEILACOOM HIGH SCHOOL: Olympic National Park trip, 3 day, 2 nights for 12 students and 2 teachers.	142425007	3,868.00	3,868.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135695	NORTH THURSTON PUBLIC SCHOOLS	06/10/2025	0002500346	MV SHARED TRANSPORTATION COSTS: NOV/DEC2024 -MAY 2025	82425045	769.62	769.62
135696	ODP SOLUTIONS, LLC	06/10/2025	421442485001	SHSD WORKROOM SUPPLIES	82425047	16.50	1,634.58
			423478689001	CHERRYDALE PRIMARY: Copy paper	1462425024	693.46	
			424575278001	SALTAR'S POINT ELEMENTARY: 20 cases of copy paper	1272425009	924.62	
135697	PARTS TOWN, LLC.	06/10/2025	2105694269	OPEN PURCHASE ORDER 2024-2025 for SUPPLIES	102425022	124.58	124.58
135698	PETROCARD, INC.	06/10/2025	C756149	MOBILE FLEET FUEL SUPPLY SPRING FY 2024-2025(JAN - MAY)	82425034	26,839.51	26,839.51
135699	PIERCE COUNTY REFUSE	06/10/2025	19827237S180	ANDERSON ISLAND ELEMENTARY: LOC 18251-017	0	193.98	251.50
			19827238S180	ANDERSON ISLAND ELEMENTARY: LOC 18251-018	0	57.52	
135700	PIERCE COUNTY SEWER	06/10/2025	1354221_6.1.25	PIONEER MIDDLE SCHOOL	0	257.14	520.04
			858625_6.1.25	CHLOE CLARK ELEMENTARY	0	262.90	
135701	PROCARE THERAPY	06/10/2025	21211444	Sara Rios, TVI Contract 24-25 SY (vision services)	92425016	1,478.75	2,541.25
			21216665	Sara Rios, TVI Contract 24-25 SY (vision services)	92425016	1,062.50	
135702	PROJECT LEAD THE WAY	06/10/2025	500830	J Khalsa Pioneer PLTW Medical Detective new CTE Class supplies. Total cost from quote \$4667.05.	142425024	5,115.09	5,115.09
135703	PUGET SOUND ENERGY	06/10/2025	200002143960_6.2.25	PIONEER MIDDLE SCHOOL UTILITIES	0	11,844.41	20,267.95
			200008146082_6.2.25	SHSD ADMIN BLDG 511	0	197.93	
			200023874882_6.2.25	CHLOE CLARK ELEMENTARY	0	8,066.63	
			220005466069_6.2.25	SHSD PDC BLDG	0	158.98	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135704	PUGET SOUND PIANOS, LLC	06/10/2025	1312	STEILACOOM HIGH SCHOOL PIANO TUNING SERVICES	0	185.00	185.00
135705	QUADIENT FINANCE USA, INC.	06/10/2025	05152025	Postage for 2024.25 school year	82425025	14.93	14.93
135706	SARCO SUPPLY	06/10/2025	1162156	SHS OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425076	1,578.85	5,132.04
			1162157	CC OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425090	1,492.42	
			1162173	PIO OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425082	1,061.08	
			1162216	SHS OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425076	33.01	
			1162253	PIO OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425082	157.82	
			1162416	AI OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425094	553.16	
			1162419	SP OPEN PURCHASE ORDER 2024-2025 for CUSTODIAL SUPPLIES	102425091	255.70	
135707	SCHADE DUNCAN, LORETTA A	06/10/2025	reim_5.20.25	CHLOE CLARK ELEMENTARY PRONCIPAL'S SUPPLIES PURCHASE REIMBURSEMENT	0	138.62	138.62
135708	SCHMITZ, SHANNON MARIE	06/10/2025	reim_5.19.25	CHLOE CLARK ELEMENTARY TEACHING SUPPLIES PURCHASE REIMURSEMMENT	0	125.01	125.01
135709	TANNER ELECTRIC	06/10/2025	72131000_06-01-2025	ANDERSON ISLAND ELEMENTARY SCHOOL UTILITIES	0	461.38	461.38
135710	TOWN OF STEILACOOM	06/10/2025	10777.0_5.20.25	SHSD MAINT MOD BLDG	0	263.23	20,803.77
			1199.1_5.20.25	SHSD ADMIN BLDG	0	1,716.06	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				511			
		1409.0_5.20.25		STEILACOOM HIGH SCHOOL	0	243.70	
		1409.1_5.20.25		STEILACOOM HIGH SCHOOL	0	9,349.56	
		1884.0_5.20.25		SHSD ADMIN BLDG 510	0	576.59	
		2075.0_5.20.25		SALTAR'S POINT ELKEMENTARY SCHOOL	0	215.64	
		2456.0_5.20.25		SHSD MAINT BLDG	0	36.51	
		2456.1_5.20.25		SHSD MAINT BLDG	0	502.23	
		2662.0_5.20.25		SALTAR'S POINT ELEMENTARY SCHOOL	0	1,117.82	
		2662.1_5.20.25		SALTAR'S POINT ELEMENTARY SCHOOL	0	3,127.82	
		3181.0_5.20.25		STEILACOOM HIGH SCHOOL IRR	0	60.00	
		3533.0_5.20.25		CHERRYDALE PRIMARY SCHOOL	0	640.11	
		3533.1_5.20.25		CHERRYDALE PRIMARY SCHOOL	0	2,265.10	
		6571.0_5.20.25		SHSD PDC BLDG	0	295.90	
		9157.0_5.20.25		SALTAR'S POINT ELEMENTARY SCHOOL	0	393.50	
135711	VEBBER, MICHAEL	06/10/2025	1450	STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	1,005.00	4,225.00
		1452		STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	175.00	
		1459		STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	175.00	
		1460		STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	350.00	
		1471		STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	875.00	
		1474		STEILACOOM HIGH SCHOOL: Accompaniment Services	4312425029	570.00	
		1476		STEILACOOM HIGH	4312425029	1,075.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
SCHOOL: Accompaniment Services							
135712	VISUAL AID LLC	06/10/2025	STEILACOOMwshspc24	STEILACOOM HIGH	142425026	180.00	180.00
SCHOOL: L Webster Kelly Atkinson Visual Aid Washington Photography Competition \$180.00							
135713	WSDA (WA STATE DEPT OF AG)	06/10/2025	07262025	STEILACOOM	0	75.00	75.00
HISTORICAL SCHOOL DISTRICT: KEVIN MCKINNEY PESTICIDE/PEST INSPECTOR LICENSING FEES							
				41 Computer	Check(s) For a Total of		464,236.49

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	41	Computer	Checks For a Total of	464,236.49
Total For	41	Manual, Wire Tran, ACH & Computer Checks		464,236.49
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	464,236.49

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$80.10. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 135714 through 135717, totaling \$80.10

Secretary _____

Board Member _____

Board Member _____

Board Member _____

Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135714	BURT, BRANDON	06/09/2025	reim_06022025_\$9.45	STEILACOOM HIGH SCHOOL FOOD BALANCE REIMBURSEMENT	0	9.45	9.45
135715	FORCE, MAURICE	06/09/2025	reim_06022025_\$15.30	STEILACOOM HIGH SCHOOL FOOD BALANCE REIMBURSEMENT	0	15.30	15.30
135716	GENN, ANN	06/09/2025	reim_06022025_\$6.85	STEILACOOM HIGH SCHOOL FOOD BALANCE REIMBURSEMENT	0	6.85	6.85
135717	LEE, MISUK	06/09/2025	reim_06022025_\$48.50	STEILACOOM HIGH SCHOOL FOOD SERVICE BALANCE REFUND	0	48.50	48.50
				4 Computer	Check(s) For a Total of		80.10

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	80.10
Total For	4	Manual, Wire Tran, ACH & Computer Checks		80.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	80.10

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$47,829.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202400094 through 202400094, totaling \$47,829.27

Secretary _____

Board Member _____

Board Member _____

Board Member _____

Board Member _____

Check Nbr	Vendor Name Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400094	BMO FINANCIAL GROUP	06/02/2025		CREDIT CARD PAYMENT CHECK			47,829.27
	AMAZON.COM SALES, INC		GFC250500019	Credit Card Payment AP Invoice.	0	-469.94	
	AMERICAN PARTY PLACE		GFC250500014	Credit Card Payment AP Invoice.	0	105.89	
	ANDERSON ISLAND GENERAL STORE		GFC250500042	Credit Card Payment AP Invoice.	82425044	181.24	
	ANDERSON ISLAND GENERAL STORE		GFC250500043	Credit Card Payment AP Invoice.	82425044	172.53	
	ANDERSON ISLAND GENERAL STORE		GFC250500044	Credit Card Payment AP Invoice.	82425044	182.26	
	ANDERSON ISLAND GENERAL STORE		GFC250500045	Credit Card Payment AP Invoice.	82425044	224.52	
	ANDERSON ISLAND GENERAL STORE		GFC250500046	Credit Card Payment AP Invoice.	82425044	195.91	
	BE GLAD LLC		GFC250500056	Credit Card Payment AP Invoice.	272425088	9,800.00	
	BIO RAD LABORATORIES		GFC250500016	Credit Card Payment AP Invoice.	0	346.89	
	BMO FINANCIAL GROUP		GFC250500012	Credit Card Payment AP Invoice.	0	2,873.04	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	BMO FINANCIAL GROUP		GFC250500024	Credit Card Payment AP Invoice.	0	480.25	
	CAROLINA BIOLOGICAL SUPPLY CO		GFC250500022	Credit Card Payment AP Invoice.	0	1,073.76	
	CENTURYLINK #300493944		GFC250500052	Credit Card Payment AP Invoice.	0	1,403.51	
	CENTURYLINK-PORTAL		GFC250500048	Credit Card Payment AP Invoice.	272425093	266.24	
	COMCAST		GFC250500047	Credit Card Payment AP Invoice.	272425097	8,397.91	
	COMCAST		GFC250500054	Credit Card Payment AP Invoice.	0	5,199.56	
	COSTCO BUSINESS CENTER - PCARD		GFC250500017	Credit Card Payment AP Invoice.	0	1,970.13	
	CREATIVE MATHEMATICS		GFC250500025	Credit Card Payment AP Invoice.	0	145.60	
	CURRICULUM ASSOCIATES LLC		GFC250500034	Credit Card Payment AP Invoice.	0	274.36	
	DEMCO INC		GFC250500020	Credit Card Payment AP Invoice.	0	147.76	
	DOUBLETREE HOTEL SPOKANE		GFC250500040	Credit Card Payment AP Invoice.	0	321.66	
	ENERSPECT MEDICAL SOLUTIONS LL		GFC250500004	Credit Card Payment AP Invoice.	0	324.37	
	HD SUPPLY, INC.		GFC250500028	Credit Card Payment AP Invoice.	0	200.97	
	KCDA		GFC250500021	Credit Card Payment AP Invoice.	0	845.54	
	L.O.S. EMBROIDERY		GFC250500010	Credit Card Payment AP Invoice.	92425019	2,209.71	
	L.O.S. EMBROIDERY		GFC250500011	Credit Card Payment AP Invoice.	92425019	2,209.70	
	LAKE JOSEPHINE RIVIERA WATER		GFC250500001	Credit Card	0	40.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
				Payment AP Invoice.			
	LAMINATION DEPOT		GFC250500035	Credit Card	0	177.96	
				Payment AP Invoice.			
	MICHAELS - PCARD		GFC250500037	Credit Card	0	97.10	
				Payment AP Invoice.			
	MOMENTUM TELECOM, INC		GFC250500050	Credit Card	272425028	793.91	
				Payment AP Invoice.			
	MOUNTAIN REGION MUSIC EDUCATOR		GFC250500013	Credit Card	0	450.00	
				Payment AP Invoice.			
	ODP SOLUTIONS, LLC		GFC250500015	Credit Card	0	1,867.51	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500000	Credit Card	102425004	23.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500002	Credit Card	102425004	23.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500003	Credit Card	102425004	31.50	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500005	Credit Card	102425004	63.00	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500006	Credit Card	1402425001	86.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500007	Credit Card	1402425001	23.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500008	Credit Card	1402425001	93.00	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500049	Credit Card	272425046	23.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500051	Credit Card	272425046	-31.50	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC250500055	Credit Card	272425046	31.50	
				Payment AP Invoice.			
	POINT DEFIANCE ZOO & AQUARIUM		GFC250500031	Credit Card	0	689.00	
				Payment AP			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	SAFEWAY, INC		GFC250500029	Invoice. Credit Card Payment AP	142425014	548.64	
	SAFEWAY, INC		GFC250500030	Invoice. Credit Card Payment AP	142425014	124.59	
	SAFEWAY, INC		GFC250500032	Invoice. Credit Card Payment AP	142425014	-15.80	
	SAFEWAY, INC		GFC250500033	Invoice. Credit Card Payment AP	142425014	348.68	
	SAFEWAY, INC		GFC250500036	Invoice. Credit Card Payment AP	142425014	194.62	
	SAFEWAY, INC		GFC250500038	Invoice. Credit Card Payment AP	142425014	576.89	
	SAFEWAY, INC		GFC250500039	Invoice. Credit Card Payment AP	142425014	264.88	
	SAFEWAY, INC		GFC250500041	Invoice. Credit Card Payment AP	142425014	17.52	
	SONOVA USA INC		GFC250500009	Invoice. Credit Card Payment AP	0	770.99	
	TEACHERS PAY TEACHERS		GFC250500018	Invoice. Credit Card Payment AP	0	40.33	
	VERIZON WIRELESS		GFC250500053	Invoice. Credit Card Payment AP	0	589.68	
	VERNIER SOFTWARE & TECHNOLOGY		GFC250500026	Invoice. Credit Card Payment AP	0	507.23	
	WALMART - PCARD		GFC250500027	Invoice. Credit Card Payment AP	0	257.92	
	WASHINGTON STATE HISTORICAL SO		GFC250500023	Invoice. Credit Card Payment AP	0	35.00	

1 Wire Transfer Check(s) For a Total of 47,829.27

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	47,829.27
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	47,829.27
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	47,829.27

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$441.20. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Voids/Cancellations, totaling \$441.20

Secretary _____

Board Member _____

Board Member _____

Board Member _____

Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
135671	TREAT YOUR SELFIE	05/29/2025	006	STEILACOOM HIGH SCHOOL CLASS OF 2026: PROM PHOTO BOOTH	0	441.20	441.20
				1 Void	Check(s) For a Total of		441.20

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	1	Voided	Checks For a Total of	441.20
			Net Amount	-441.20

CAPITAL PROJECTS FUND

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$46.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200644 through 200644, totaling \$46.46

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200644	STEILACOOM HIST SCHOOL DIST #1	06/10/2025	CTAXCTW 20250603AAA	Comp Tax owed for Cash Account CTW through 05/31/2025	0	46.46	46.46
			1	Computer	Check(s) For a Total of		46.46

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	46.46
Total For	1	Manual, Wire Tran, ACH & Computer Checks		46.46
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		46.46

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$3,678.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200645 through 200645, totaling \$3,678.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200645	PACIFICA LAW GROUP, LLP	06/09/2025	98058	PROFESSIONAL SERVICES FY 2024-2025	2002425050	1,040.00	3,678.00
			98129	PROFESSIONAL SERVICES FY 2024-2025	2002425050	1,400.00	
			98885	PROFESSIONAL SERVICES FY 2024-2025	2002425050	1,238.00	
				1 Computer	Check(s) For a Total of		3,678.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	3,678.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	3,678.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,678.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$580.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202400093 through 202400093, totaling \$580.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202400093	BMO FINANCIAL GROUP	06/02/2025		CREDIT CARD PAYMENT CHECK			580.00
	BMO FINANCIAL GROUP		CPFC250500000	Credit Card Payment AP Invoice.	0	460.00	
	SPACE EXPLORATION TECHNOLOGIES		CPFC250500001	Credit Card Payment AP Invoice.	2002425013	120.00	
				1 Wire Transfer Check(s) For a Total of			580.00

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	580.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	580.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	580.00

ASSOCIATED STUDENT BODY FUND

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$621.72. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405648 through 405648, totaling \$621.72

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405648	STEILACOOM HIST SCHOOL DIST #1	06/10/2025	CTAX41 20250603AAA	Comp Tax owed for Cash Account 41 through 05/31/2025	0	572.67	621.72
			CTAXCTW 20250603AAC	Comp Tax owed for Cash Account CTW through 05/31/2025	0	49.05	
			1	Computer	Check(s) For a Total of		621.72

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	621.72
Total For	1	Manual, Wire Tran, ACH & Computer Checks		621.72
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	621.72

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$50.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405649 through 405650, totaling \$50.00

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405649	DEVINE, ELIZABETH	06/10/2025	reim_02282025_\$10.00	PIONEER MIDDLE SCHOOL PE SHORTS PURCHASE REIMBURSEMENT	0	10.00	10.00
405650	GIVEN, JENNIFER	06/10/2025	reim_06042025_\$40.00	PIONEER MIDDLE SCHOOL PE APPAREL PURCHASE REIMBURSEMENT	0	40.00	40.00
				2 Computer	Check(s) For a Total of		50.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	50.00
Total For	2	Manual, Wire Tran, ACH & Computer Checks		50.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	50.00

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$13,091.73. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405651 through 405658, totaling \$13,091.73

Secretary _____

Board Member _____

Board Member _____

Board Member _____

Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405651	AMAZON.COM SALES, INC	06/10/2025	16KM-D76M-3FL6	PIO - 6TH GRADE CAMP SUPPLIES	0	104.25	664.60
			1FPJ-RCQR-VCLR	PIO - 6TH GRADE CAMP SUPPLIES	0	71.89	
			1M6J-FKGT-PPMR	SHS - CLASS OF 2025 SUPPLIES	0	48.41	
			1PTK-FG6P-NYLW	PIO - GSA SUPPLIES	0	41.18	
			1PWT-MTMJ-1XJC	SHS - JROTC EQUIPMENT & SUPPLIES	0	120.00	
			1QWL-MY16-1VT9	SHS - APPLY CM 1J3X-Y3TJ-WPLW (\$183.18) GIRLS SOCCER KPZ PANTS	0	0.00	
			1RY9-LYX9-W1Y7	SHS - JROTC EQUIPMENT & SUPPLIES	0	9.40	
			1TKQ-KJHF-V93T	SHS - APPLY CM 13F7-YKQR-CVNV (\$148.06) CLASS 2026 PROM SUPPLIES	0	269.47	
405652	BLACK HILLS HIGH SCHOOL	06/10/2025	205	STEILACOOM HIGH SCHOOL ENTRY FEE FOR BRODY EDWARDS MEMORIAL HILL CLIMBER TOURNAMENT	0	105.00	105.00
405653	BRADBURY JR, THOMAS A	06/10/2025	Mreim_5.9.25	STEILACOOM HIGH SCHOOL: SOCCER PLAYOFFS MILEAGE REIMBURSEMENT	0	152.60	152.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405654	CHEETAH CONSERVATION FUND	06/10/2025	CDDonation_4.25.25	CHERRYDALE PRIMARY SCHOOL DONATION FOR CCF, NAMIBIA, AFRICA	0	1,171.20	1,171.20
405655	JOSTENS (JACKIE PAFFRATH)	06/10/2025	SW25-1025	STEILACOOM HIGH SCHOOL: ADVISER AND STUDENT REGISTRATION FOR SPRING WORKSHOP 05/19/2025	0	880.00	880.00
405656	MEGAN LYNN PHOTOGRAPHY	06/10/2025	203	STEILACOOM HIGH SCHOOL: 3026 Class of 2026 prom photographer	4062425053	2,035.00	2,035.00
405657	STEILACOOM HIST SCHOOL DIST #1	06/10/2025	PIOASB2GF_\$208.37	PIONEER MS ASB TO REIMBURSE GF FOR SODEXO CATERING 04/28/2025	0	208.37	4,412.32
			SHSASB2GF_\$4203.95	STEILACOOM HIGH SCHOOL ASB TO REIMBURSE GF FOR ATHLETICS MARCH 2025 TRIPS	0	4,203.95	
405658	WINNING SEASONS	06/10/2025	D2025227	PIONEER MIDDLE SCHOOL: CAMP T-SHIRTS	4052425015	1,865.37	3,671.01
			D2025243	PIONEER MIDDLE SCHOOL4012 Winning Seasons 1,805.64 PO	4052425013	1,805.64	
				8 Computer	Check(s) For a Total of		13,091.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	13,091.73
Total For	8	Manual, Wire Tran, ACH & Computer Checks		13,091.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13,091.73

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$19,761.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202400095 through 202400095, totaling \$19,761.07

Secretary _____
Board Member _____

Board Member _____
Board Member _____

Board Member _____
Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
202400095	BMO FINANCIAL GROUP	06/02/2025		CREDIT CARD PAYMENT CHECK			19,761.07
	ATHLETIC TIMING, LLC		ASBC250500012	Credit Card Payment AP Invoice.	0	109.00	
	BMO FINANCIAL GROUP		ASBC250500000	Credit Card Payment AP Invoice.	0	4,331.86	
	COSTCO BUSINESS CENTER - PCARD		ASBC250500015	Credit Card Payment AP Invoice.	0	268.81	
	FOLLETT CONTENT SOLUTIONS LLC		ASBC250500004	Credit Card Payment AP Invoice.	0	725.46	
	HILTON GARDEN INN KENNEWICK		ASBC250500011	Credit Card Payment AP Invoice.	0	649.64	
	JOSTENS INC		ASBC250500009	Credit Card Payment AP Invoice.	0	280.54	
	MICHAELS - PCARD		ASBC250500014	Credit Card Payment AP Invoice.	0	82.40	
	POINT DEFIANCE ZOO & AQUARIUM		ASBC250500003	Credit Card Payment AP Invoice.	0	2,470.00	
	POINT DEFIANCE ZOO & AQUARIUM		ASBC250500007	Credit Card Payment AP Invoice.	4022425010	2,153.00	
	RADIO PARTIES		ASBC250500008	Credit Card Payment AP Invoice.	0	695.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	SCHOLASTIC BOOK FAIRS		ASBC250500002	Credit Card Payment AP Invoice.	0	-18.98	
	SCHOLASTIC INC		ASBC250500005	Credit Card Payment AP Invoice.	0	509.13	
	SEATTLE MARINERS		ASBC250500025	Credit Card Payment AP Invoice.	0	1,372.00	
	SWIMOUTLET.COM		ASBC250500010	Credit Card Payment AP Invoice.	0	485.61	
	THE WESTIN SEATTLE		ASBC250500013	Credit Card Payment AP Invoice.	4062425045	-127.52	
	THE WESTIN SEATTLE		ASBC250500016	Credit Card Payment AP Invoice.	4062425045	564.04	
	THE WESTIN SEATTLE		ASBC250500017	Credit Card Payment AP Invoice.	4062425045	564.04	
	THE WESTIN SEATTLE		ASBC250500018	Credit Card Payment AP Invoice.	4062425045	564.04	
	THE WESTIN SEATTLE		ASBC250500019	Credit Card Payment AP Invoice.	4062425045	658.44	
	THE WESTIN SEATTLE		ASBC250500020	Credit Card Payment AP Invoice.	4062425045	658.44	
	THE WESTIN SEATTLE		ASBC250500021	Credit Card Payment AP Invoice.	4062425045	658.44	
	THE WESTIN SEATTLE		ASBC250500022	Credit Card Payment AP Invoice.	4062425045	658.44	
	THE WESTIN SEATTLE		ASBC250500023	Credit Card Payment AP Invoice.	4062425045	658.44	
	THE WESTIN SEATTLE		ASBC250500024	Credit Card Payment AP Invoice.	4062425045	59.86	
	USPS - PCARD		ASBC250500006	Credit Card Payment AP Invoice.	0	87.60	
	WALMART - PCARD		ASBC250500001	Credit Card Payment AP Invoice.	0	643.34	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
				1	Wire Transfer Check(s) For a Total of		19,761.07

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	19,761.07
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	19,761.07
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	19,761.07

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 18, 2025, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$10.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Voids/Cancellations, totaling \$10.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
405595	DEVINE, LIZAMOR	05/29/2025	ASBRR031025	PIONEER MIDDLE SCHOOL STUDENT STORE PE SHORTS PURCHASE REFUND	0	10.00	10.00
				1 Void	Check(s) For a Total of		10.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	1	Voided	Checks For a Total of	10.00
			Net Amount	-10.00

Coversheet

Approval of May 21 2025 Regular Board Meeting Minutes

Section: V. Consent Agenda
Item: B. Approval of May 21 2025 Regular Board Meeting Minutes
Purpose:
Submitted by:
Related Material: May 21 2025 Regular Board Meeting Minutes.pdf



Steilacoom Historical School District

Minutes

May 21 2025 Regular Board Meeting

Date and Time

Wednesday May 21, 2025 at 6:00 PM

Location

Steilacoom Historical School District Professional Development Center

511 Chambers Street, Steilacoom, WA

<https://steilacoom-k12-wa-us.zoom.us/j/82280497992>

Directors Present

Chair Scott, Director Lewis, Director McDonald, Director Rohrer, Director Tinsley

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Chair Scott called a meeting of the board of directors of Steilacoom Historical School District to order on Wednesday May 21, 2025 at 6:00 PM.

B. Pledge of Allegiance

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

C. Roll Call

Directors Lewis, McDonald, Rohrer, Scott, and Tinsley all present.

D. Agenda Review

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

E. Approval of Agenda

Director Rohrer made a motion to approve the agenda.

Director McDonald seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Presentations

A. Steilacoom High School Military Academy Appointment Recognition

Steilacoom High School Principal Jake Tyrrell congratulated SHS senior Luke Ewers on receiving an appointment to the United States Military Academy West Point. Luke could not be present at tonight's meeting because he is competing in the Track & Field District Championships in Bremerton.

B. Steilacoom High School Student Athlete Recognition for 2024-25 School Year & Athletics Recap Spring 2025

Steilacoom High School Assistant Principal and Athletic Director Tracy Garza shared athletic recognitions for the 2024-25 school year as well as a spring athletics recap.

Chair Scott congratulated the athletes and commended the school for having almost a third of its students participating in athletics.

Director Tinsley also congratulated the athletes, and reminded them of the influence they have on the younger students in our district.

Director Rohrer congratulated the athletes and thanked the parents and staff for their role in the success of our student athletes.

C. Steilacoom High School Student ASB Leader Goals for 2025-26

Principal Jake Tyrrell introduced next year's Steilacoom High School ASB Leadership team who shared a presentation on their activities and accomplishments for the 2024-25 school year, as well as their goals for the 2025-26 school year.

Director Lewis shared his appreciation for all the work the students did.

Director Rohrer thanked the SHS admin team as well as Ms. Balogh for empowering our students to lead.

Director Tinsley thanked the students for their leadership.

Director McDonald shared she appreciates all the things the student leadership did, and looks forward to all they will continue to do.

Chair Scott shared this is the best high school presentation he has ever seen in a school board meeting.

D. Recognition of Retirees

Ms. Susanne Beauchaine, Executive Director of Human Resources, recognized the following Stellacoom Historical School District employees and congratulated them on their retirement:

- Bettina Evans and Laura Johnson from Cherrydale Primary School
- Kim Tate from Anderson Island Elementary School
- Coley Fannin from Saltar's Point Elementary School
- Karen Ripp from Pioneer Middle School
- Patricia Kadel and Patty Zech from the District Office
- Lynn Emery from the district's Maintenance Department.

Christine Firth, Cherrydale Primary School Principal, introduced Bettina Evans and Laura Johnson, and shared heartfelt statements for each, thanking them for their dedication to the students, staff, and families of Cherrydale.

Mike Miller, Principal of Anderson Island Elementary School, shared it is his privilege to celebrate Kim Tate tonight, and thanked her for her tireless work to establish Anderson Island's preschool and Transition to Kindergarten programs. Mr. Miller also thanked Mr. Rob for his dedicated service driving school bus on Anderson Island.

Saltar's Point Elementary School Principal Alex Clauson recognized Coley Fannin. Mr. Clauson shared Coley has been in the school district for 20 years and with Saltar's Point for the last 11 years. He thanked Coley for the creative systems he put into place at Saltar's Point.

Pioneer Middle School Principal JoAnne Fernandes introduced Karen Ripp, and shared Karen has spent 31 years in education, and her quiet wisdom has left a lasting impression on staff, students, and families at Pioneer Middle School.

Director of Operations, Shae Emery, thanked Lynn Emery for his 32 years of dedicated service to the district in our Maintenance Department, and shared he always led by example.

Laurie Vallieres, Executive Director of Teaching & Learning, recognized Patricia Kadel for being an invaluable part of the district's MLL team.

Susanne Beauchaine, Executive Director of Human Resources, introduced Pam Hiles, the district's Human Resources Manager, who recognized Patty Zech. Pam shared Patty has always shown nothing but kindness and patience in her role with the district.

III. Retiree Reception

A. Recess to Reception

Chair Scott recessed the meeting to a reception honoring the retirees at 6:44 p.m., anticipating a 10-25 minute reception.

B. Reception

Reception to honor retirees.

C. Return to Regular Meeting

Chair Scott reconvened the Regular Meeting at 6:59 p.m.

IV. Comments from the Audience

A. Comments from the Audience

Marilyn Trujillo shared regarding the lack of diversity among district staff in a culturally diverse community.

V. Reports

A. Budget Status Report

Sarah Jahn, Chief Financial Officer, shared budget status reports for all funds as of the end of April 2025, along with charts and data showing monthly attendance, general fund balance, and general fund cash balance.

B. Revised Budget Timeline

Ms. Jahn shared a revised budget timeline due to legislative action in the recently concluded session. Budget tools and guidance are expected from OSPI and PSESD over the next couple of weeks.

VI. Consent Agenda

A. Approval of April and May 2025 Accounts Payable and April 2025 Payroll

B. Approval of April 16 2025 Regular Board Meeting Minutes

C. Approval of Personnel Reports

D. Approval of Resolution 934-05-21-25 Interdistrict Agreement

E. Approval of Resolution 935-05-21-25 Granting Authority to WIAA

F. Approval of Resolution 936-05-21-25 Authorization to Employ Certificated Personnel for 2025-26 School Year

G. Approval of Cherrydale PTA Donation for Kindergarten Playground Project

H. Approval of SHS Music Boosters Donation for SHS Choir Risers

I. Approve Consent Agenda

Director Tinsley made a motion to approve the Consent Agenda.

Director Lewis seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Old Business

A. Capital Facilities Committee Recommendation

Lauren Peterson and Ashley Waltrip, members of the district's Capital Facilities Committee, shared a presentation and recommended the board place a 4-year Capital Projects Levy on the November 4, 2025 ballot. Project categories include Safety and Security, Building Maintenance, Technology, and Site Improvements.

Director McDonald made a motion to place a 4-year Capital Projects Levy on the November 4, 2025 ballot.

Director Lewis seconded the motion.

The board **VOTED** unanimously to approve the motion.

VIII. New Business

A. Election of WIAA Representative

Director Tinsley nominated Director Rohrer to the WIAA Representative position for one year. No other nominations.

Director McDonald made a motion to elect Director Rohrer to the WIAA Representative position for one year.

Director Tinsley seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. State Audit Results

Ms. Jahn shared the State Auditor's Office (SAO) has completed their audit of the 2023-2024 fiscal year. The district's exit conference to review the audit results occurred today, and the district received a clean audit in all areas. The final audit report will be available on the SAO website by the end of June.

C. Approval of 2025-26 Fees and Fines

Director Tinsley made a motion to approve the 2025-26 fees and fines schedule.

Director Rohrer seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Draft Capital Facilities Plan

Shae Emery, Director of Operations, shared district staff has prepared the 2026-2031 Capital Facilities Plan for school board and community review. Following a 14-day SEPA notice period and review by the Town of Steilacoom, City of DuPont, and Pierce County, the board will be asked to consider the final plan at their regularly scheduled June school board meeting.

The updated plan incorporates new studies on student generation rates and enrollment projections. Those studies are included in the agenda packet. Also included are impact fee calculations outlining discretionary reduction for certain fees.

The Capital Facilities Plan is shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This plan will be adopted by reference as a part of the local jurisdiction's Comprehensive Plan for purposes of identifying whether school facilities are adequate to serve existing and proposed new development.

No questions from the board.

E. Board Goal - Professional Learning

Nothing shared from directors.

IX. Communication and Announcements

A. Board Communication

No communication received.

B. Announcements

Chair Scott shared Day of Champions is tomorrow.

X. Executive Session

A. Recess to Executive Session

Chair Scott recessed to an Executive Session at 7:40 p.m. with a time estimate of 10 minutes.

B. Executive Session

Executive Session per RCW 42.30.110(1)(g) to review the performance of a public employee (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

C. Return to Regular Meeting

No audience in attendance at 7:50 for update that a few more minutes is needed for the Executive Session.

Chair Scott returned to the Regular Meeting at 7:53 p.m.

XI. Closed Session

A. Recess to Closed Session

Chair Scott recessed to a Closed Session at 7:53 p.m. with a time estimate of 10 minutes.

B. Closed Session

Closed Session per RCW 42.30.140 (4)(b) to discuss collective bargaining (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

C. Return to Regular Meeting

No audience in attendance at 8:03 for update that a few more minutes is needed for the Closed Session.

Chair Scott returned to the Regular Meeting at 8:07 p.m.

XII. Closing Items

A. Adjourn Meeting

Director McDonald made a motion to adjourn the meeting at 8:07 p.m.

Director Rohrer seconded the motion.

The board **VOTED** unanimously to approve the motion.

(Chair)

(Secretary/Superintendent)

Coversheet

Approval of Personnel Reports

Section:	V. Consent Agenda
Item:	C. Approval of Personnel Reports
Purpose:	
Submitted by:	
Related Material:	Certificated Personnel Report June 18, 2025.pdf Classified Personnel Report June 18, 2025.pdf Superintendent Personnel Report June 18, 2025.pdf Admin Personnel Report June 18, 2025.pdf Exempt Personnel Report June 18, 2025.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - JUNE 18, 2025

Name	Position	FTE	Location	Effective Date	Action	Comment
CHOATE RENEE	TEACHER	1.00	SALTAR'S POINT	8/25/2025	NEW HIRE	
ZAJAC-MATTES MEGGAN	TEACHER	1.00	HIGH SCHOOL	8/24/2025	RESIGNATION	
AUSTIN GREGORY	TEACHER	1.00	SALTAR'S POINT	8/25/2025	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - JUNE 18, 2025

Name	Position	Hours	Location	Effective Date	Action	Comment
HOOKER MARKI	PARAPROFESSIONAL	6.50	CHLOE CLARK	6/14/2024	RESIGNATION	NOT RETURNING FROM LOA
BEYETTE RUTH	SECRETARY	8.00	SALTARS POINT	8/24/2025	RESIGNATION	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
SUPERINTENDENT PERSONNEL REPORT - JUNE 18, 2025

Name	Position	Location	Effective Date	Comment
WEIGHT KATHI	SUPERINTENDENT	DISTRICT OFFICE	7/1/2025	July 1, 2025 - June 30, 2028

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
ADMIN PERSONNEL REPORT - JUNE 18, 2025

Name	Position	Location	Effective Date	Action
BARTON KRISTIN	ASSISTANT PRINCIPAL	PIONEER	7/1/2025	
BEAUCHAINE SUSANNE	EXECUTIVE DIRECTOR OF HUMAN RESOURCES	DISTRICT OFFICE	7/1/2025	
CLAUSON ALEX	PRINCIPAL	SALTAR'S POINT	7/1/2025	
DUNCAN LORETTA	PRINCIPAL	CHLOE CLARK	7/1/2025	
EMERY SHAE	DIRECTOR OF OPERATIONS	DISTRICT OFFICE	7/1/2025	
FERNANDES JOANNE	PRINCIPAL	PIONEER	7/1/2025	
FIRTH CHRISTINE	PRINCIPAL	CHERRYDALE	7/1/2025	
GARZA TRACY	ASSISTANT PRINCIPAL	HIGH SCHOOL	7/1/2025	
JAHN SARAH	CHIEF FINANCIAL OFFICER	DISTRICT OFFICE	7/1/2025	
LEE SANDY	DEAN OF STUDENTS	CHLOE CLARK	8/18/2025	
MILLER MICHAEL	PRINCIPAL/ASSISTANT PRINCIPAL	CHERRYDALE/ANDERSON ISLAND	7/1/2025	
MILLS ANGELO	DEAN OF STUDENTS	SALTAR'S POINT	8/18/2025	
NYSTROM JOHN	ASSISTANT PRINCIPAL	PIONEER	7/1/2025	
TERJESON KARI	DIRECTOR OF SPECIAL EDUCATION	DISTRICT OFFICE	7/1/2025	
TYRRELL JACOB	PRINCIPAL	HIGH SCHOOL	7/1/2025	
VALLIERES LAURIE	EXECUTIVE DIRECTOR OF TEACHING AND LEARNING	DISTRICT OFFICE	7/1/2025	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
EXEMPT PERSONNEL REPORT - JUNE 18, 2025

Name	Position	Hours	Location	Effective Date	Action	Comment
FLORES RICHARD	PAYROLL MANAGER	8.00	DISTRICT OFFICE	9/1/2025		
MCGANN MELISSA	STUDENT RECORDS MANAGER	8.00	DISTRICT OFFICE	9/1/2025		
HILES PAMELA	HR MANAGER	8.00	DISTRICT OFFICE	9/1/2025		
HOFBAUER EMILY	HEALTH SERVICES COORDINATOR	8.00	DISTRICT OFFICE	9/1/2025		
MARTINEZ MARK	NETWORK/COMMUNICATIONS MANAGER	8.00	DISTRICT OFFICE	9/1/2025		
MILLER GWEN	EXECUTIVE ASSISTANT TO THE SUPERINTENDENT	8.00	DISTRICT OFFICE	9/1/2025		
PIERCE AARON	JROTC INSTRUCTOR	8.00	HIGH SCHOOL	9/1/2025		
SMITH EVA	ACCOUNTING MANAGER	8.00	DISTRICT OFFICE	9/1/2025		
LOERA JOSE	OPERATIONS MANAGER	8.00	DISTRICT OFFICE	9/1/2025		

Coversheet

Approval of Highly Capable Grant

Section:	V. Consent Agenda
Item:	D. Approval of Highly Capable Grant
Purpose:	
Submitted by:	
Related Material:	Approval of Highly Capable Program Program Annual Reports.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 6/18/25

Strategic Focus Area

- ☒ Achieve
- ☒ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

Highly Capable Program (HCP) reports: The annual program reports from HCP which includes highlights, enrollment, and objectives for next year

RECOMMENDED ACTION:

It is recommended that the board accept these annual reports submitted by Teaching and Learning.

Report prepared by: Laurie Vallieres, Executive Director of Teaching and Learning

To: Board of Directors
From: Laurie Vallieres, Executive Director of Teaching & Learning
Re: MLL/ELL Program Annual Report
Date: June 18, 2025

The Highly Capable Program (HCP) served 274 students in grades Kindergarten through 12 during the 2024–2025 school year—an increase of 50 students compared to 2023–2024.

HCP Program Goals:

- Expand academic and intellectual skills
- Stimulate intellectual curiosity, independence, and responsibility
- Promote a positive attitude toward self and others
- Foster originality and creativity
- Provide coherent instruction through independent and cooperative project work
- Engage students in enriched, inquiry-based learning
- Expand program scope and content
- Strengthen family partnerships in program development and monitoring

Description of the HCP instructional program:

Our school district identifies highly capable students through a combination of universal screening and a referral process. All second-grade students are screened in the fall using i-Ready diagnostic data, since they do not yet participate in the Smarter Balanced assessment. Fifth-grade students are screened in the spring using both i-Ready data and the most current Smarter Balanced test scores. Families are notified of eligibility results by mail or email as soon as test scores are available.

To promote inclusivity, students meeting initial screening criteria are invited to participate in further testing. This includes the Cognitive Abilities Test (CogAT) and the Torrance Test of Creative Thinking. Academic achievement indicators, such as Smarter Balanced Assessment scores and/or i-Ready scores, are also considered in the final placement determination.

Families new to the district may refer students for testing during a referral window that runs from the last week of August through September 12, with testing completed by early October. A separate kindergarten referral window is offered each December.

In addition, a kindergarten referral window is offered in December.

The district's target is to qualify and enroll students in the Highly Capable Program (HCP) at a rate equal to 5% of the total K–12 student enrollment. For the 2024–2025 school year, 11.07% of students were identified for HCP services, well above the district's target and a reflection of our commitment to expanding access and opportunity.

Instruction for K–3 students in the Highly Capable Program includes pull-out, inquiry-based learning with an emphasis on cognitive, academic, and creative thinking. Students attend the pull-out classroom one day per week, working in grade-specific or mixed-grade groups. Instruction focuses on collaborative and cooperative learning, productive struggle, and strategic thinking through engaging, hands-on experiences.

In grades 4 and 5, highly capable students are placed in integrated Highly Capable Program (HCP) classrooms, where they learn alongside peers with similar academic needs in a supportive, enriched environment. These classrooms are led by a collaborative team of teachers who plan and deliver rigorous, differentiated instruction across all subject areas throughout the entire school day. Instruction is designed to challenge students through complex, inquiry-driven learning experiences that promote critical thinking, creativity, and deep understanding. The curriculum is thoughtfully integrated and paced to meet the needs of advanced learners, while also fostering collaboration, academic risk-taking, and a strong sense of community. This model ensures that highly capable students receive both the depth and complexity of instruction they need and the daily continuity and support of a consistent learning environment.

In middle school, highly capable students engage in an enriched academic experience that supports their strengths, challenges their thinking, and nurtures their growth. Students may participate in differentiated instruction within the general education setting or be placed in highly capable-designated classes in English Language Arts, math, and science. These classes are designed to promote deep learning, academic rigor, collaboration, and real-world application. In grades 6 and 7, highly capable science classes are available on a space-available basis. WCAS scores are considered for placement when available. For students demonstrating exceptional readiness in mathematics, an accelerated two-year Algebra and Geometry pathway is offered. Placement in this advanced math sequence is reserved for students who score at Level 4 on the Smarter Balanced assessment, though students with strong mathematical aptitude may be considered through an additional review. This model ensures that middle school learners continue to build on their strengths in a dynamic, supportive environment that prepares them for advanced coursework in high school and beyond.

Students in grades 9-12 receive instruction in the Advanced Placement program and complete AP examinations in the spring quarter of the school year. Career and Technical Education program certification pathways are other enhanced programs that students can access. High School students in HCP also have access to the Pierce County Skill Center programs, College in the High School, and Running Start, where they can spend half-days of instruction in areas of high-interest and vocational preparation.

Program evaluation and fiscal report:

Of the \$97,316 allocated by the state for Highly Capable Programs (HCP), the full amount is used to fund the .6 FTE HCP teacher's salary and benefits, which total \$104,216.08. The remaining balance, including the portion of the teacher's salary and benefits not covered by state funds, is supported by the general fund.

In addition, \$14,000 from the general fund is budgeted to cover curriculum, instructional materials, professional development, and testing supplies. This funding supports the universal screening of all 2nd and 5th grade students, as well as follow-up assessments for referred students.

Our HCP teacher is offered opportunities to participate in professional learning provided by the ESD, OSPI, and WAETAG, ensuring alignment with current research-based practices and state expectation.

Assurances that the district is legally compliant

The program staff communicates with parents frequently through group emails and/or ParentSquare and at school-level events. The district also maintains an HCP program website featuring highlights, resources, and key updates.

The district's identification process complies with School Board Policy 2190, Procedure 2190P, and OSPI survey requirements for funding eligibility. Documentation includes the selection and notification processes, appeal procedures, and annual reporting.

The district is also in compliance with the recent update in HCP law, which holds all districts accountable for screening elementary students twice before the end of 6th grade. For the 25-26 school year, we will be screening all 2nd graders and 5th graders to be in full compliance with legislation in the spring.

Number of HCP students by grade level

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
24-25	4	10	18	27	32	28	53	20	17	20	18	15	12	274
23-24	0	6	12	29	30	22	25	22	20	18	15	12	13	224
22-23	6	7	11	29	15	20	22	21	15	14	11	16	18	205
21-22	7	9	9	15	12	16	22	17	28	12	22	22	25	216
20-21	2	9	6	10	12	22	17	28	13	23	23	27	35	227
19-20	4	5	3	16	18	17	28	13	23	23	27	35	19	231
18-19	3	2	9	18	16	23	13	23	23	27	35	19	*	211
17-18	2	3	12	8	17	16	24	21	33	36	26	*	*	199
16-17	1	6	6	15	16	22	18	34	36	26	*	*	*	180

Number of HCP students enrolled by school

	AI	CC	CD	SP	PIO	SHS	TOTAL
24-25	2	37	20	60	90	65	274
23-24	0	31	15	53	67	58	224
22-23	0	31	22	35	58	59	205
21-22	0	23	16	26	56	92	216*
20-21	1	20	11	34	57	108	231
19-20	1	17	10	35	64	104	231
18-19	2	18	13	38	59	81	211
17-18	2	13	11	33	78	62	199
16-17	1	17	11	37	88	26	180

The district started tracking HCP identified students in high school in 2016-2017.

**Three students in K-5 were in the Promise Program for 2021-2022.*

Coversheet

Approval of MLL Grant

Section:	V. Consent Agenda
Item:	E. Approval of MLL Grant
Purpose:	
Submitted by:	
Related Material:	Approval of MLL Annual Report.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 6/18/25

Strategic Focus Area

- ☒ Achieve
- ☒ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

Multilingual Learner Program (ELL/MLL) annual reports: The annual program reports from ELL/MLL which include highlights, enrollment, and objectives for next year

RECOMMENDED ACTION:

It is recommended that the board accept these annual reports submitted by Teaching & Learning.

Report prepared by: Laurie Vallieres, Executive Director of Teaching & Learning

To: Board of Directors
From: Laurie Vallieres, Executive Director of Teaching & Learning
Re: MLL/ELL Program Annual Report
Date: June 18, 2025

According to School Board Policy 2104 and in accordance with the obligations outlined the ESEA Consolidated Grant Application, it is the responsibility of the school district staff to furnish and document, via board minutes, a report containing the following details.

In our school district, students are identified for enrollment purposes using the OSPI Home Language surveys, which are completed by parents. Additionally, students undergo testing using the WIDA Screener, which serves as a state screening and achievement tool for assessing English language proficiency.

Objectives of the Program:

- To establish a cohesive program that supports students in acquiring English proficiency and achieving academic success.
- To provide personalized assistance to each learner through case management.
- To aid students in meeting the standards set for mandatory assessments.
- To equip students with the necessary skills and reduce their reliance on support, facilitating a smooth transition into the general education program.

Description of the Multilingual Learner (MLL) instructional program:

Our model is one of several approved by the state and operates as an Alternative Instructional Program (AIP), focusing on English as a second language instruction to foster English language proficiency through English-only support.

Currently, our MLL (Multilingual Learners) population represents 19 different languages, which is a decrease compared to the 31 languages observed during the 23-24 school year.

To cater to the needs of students and families, we provide screening, assessment, and instruction. Additional support is offered to enhance students' English mastery, which ultimately contributes to their success in other academic subjects.

During the 2024-20245 school year, our district employed two full-time teachers in the program: Jody McDonald, who worked with the schools in DuPont, and Patricia Kadel, who worked with the schools in Steilacoom. In addition, Steilacoom High School offered once class period of MLL support, which was new during the 24-25 school year. Their roles involve close collaboration with teachers, counselors, and families, while also providing assistance to MLL students.

To ensure appropriate support, all schools ensure that MLL-eligible students are assigned to teachers who possess the necessary qualifications and experience in strategies to assist our students. We continually enhance the capacity of our general

education staff to meet the needs of MLL students through targeted professional development. The Teaching & Learning Department is informed of any supplementary materials or professional development opportunities required by the schools. When necessary, the MLL teacher requests additional materials in alternative languages and software that aids communication and language acquisition. Student interventions are scheduled alongside core academic instruction. Furthermore, students who have transitioned out of the MLL program within the past two years are closely monitored as they independently progress in their academic development.

High School

During the 2024–25 school year, Steilacoom High School made a significant leap forward in its support for Multilingual Learners (MLL). For the first time, a dedicated class period was created specifically for students who benefit from additional language development support. Led by a highly qualified teacher with an English Learner endorsement, this class provided targeted instruction tailored to meet students' individual academic and language needs. This approach marked a substantial shift from the traditional monitoring model previously used at SHS, offering a more proactive, inclusive, and empowering environment for our MLL students to thrive.

Middle School

During the 2024–25 school year, Pioneer Middle School introduced a dedicated class period designed to support Multilingual Learners (MLL), taught by one of our district MLL teachers. The class aimed to provide targeted language development and academic support beyond what had been offered in previous years. While the effort reflected a strong commitment to improving outcomes for MLL students, the model did not yield the level of success we had hoped for. As a result, the approach will shift next year to a more integrated model, embedding MLL support directly within English Language Arts (ELA) classes to better align instruction and provide students with more immediate, in-context language support.

Elementary K-5

In our K–5 schools during the 2024–25 school year, Multilingual Learners (MLL) received a thoughtful combination of instructional support designed to meet students where they are in their language development journey. More advanced MLL students benefited from push-in support, allowing them to remain in their classrooms while receiving targeted assistance that built on their growing language skills. For our beginning English learners, pull-out support provided a more focused setting to develop foundational vocabulary, listening, speaking, reading, and writing skills. This flexible and responsive model was delivered by our two dedicated MLL teachers, who shared responsibilities across the three mainland elementary schools. Their expertise and collaboration allowed for personalized instruction that helped students grow in confidence and make meaningful academic and linguistic progress.

Professional Development and Program Development

During the 2024–25 school year, the district continued its strategic investment in professional development to better support our Multilingual Learners (MLL) through high-quality training in Guided Language Acquisition Design (GLAD). All staff at Steilacoom High School participated in a one-day GLAD training, while Pioneer Middle School staff received an additional day of training to further strengthen their instructional toolkit. In our elementary schools, 16 targeted K–5 teachers who work directly with MLL students completed the official BeGLAD certificate training, equipping them with research-based strategies to integrate language development into daily instruction.

As we continue to see the powerful impact of GLAD strategies on student engagement and learning, the district remains committed to expanding access to this training. We recognize its high value and are committed to supporting the financial investment required to sustain it. This work is part of a broader professional development plan focused on equipping all classroom teachers with effective strategies, meaningful use of curricular materials, and implementation of a supportive, inclusive mainstream model for MLL students. Going forward, we will place even greater emphasis on building the capacity of our general education teachers, who serve MLL students throughout the majority of their instructional day.

Program objectives and changes for 2025-2026

- We will enhance the support for students in transition status by implementing more frequent monitoring.
- Shift from MLL teacher administering WIDA to support staff minimizing loss of instruction
- Augmented focus on student learning growth, with a specific emphasis on productive language skills such as writing and speaking.
- Embedded support utilizing para educators and Instructional Intervention Specialists at targets schools
- Providing professional learning opportunities to the general education staff, fostering the sharing of successful inclusive practices.
- Clustering groups of students for push-in inclusive classroom support in K-5.
- Training for para educators working with MLL students on progress monitoring.

Program Enrollment

Year	Total	Change
24-25	98 + 21 Transition	-24.03% direct service, + 63.16 % transition, -36.02% overall
23-24	129 + 57 Transition	-7.19% direct service, +18.75% transition, +11.56% overall
22-23	139 + 48 Transition	+9% direct service, +29% transition, +14% overall
21-22	127 + 37 Transition	+23% direct service, +131% transition, +45% overall
20-21	103 + 16 Transition	+3% direct service, +28% transition, +11% overall
19-20	100 + 7 Transition	-40% direct service, -63% transition, -18% overall
18-19	71 + 19 Transition	-30% direct service, +18% transition, -23% overall
17-18	102 + 16 Transition	+12% direct service, -50% transition, -5% overall

Enrollment by school

Year	AI	CC	CD	SP	PIO	SHS
24-25	0	28	15	21	32	23
23-24	0	21	18	30	29	31
22-23	0	34	16	28	28	34
21-22	0	41	10	24	23	25
20-21	0	49	11	9	14	20
19-20	0	43	12	11	12	22
18-19	0	24	9	15	16	7
17-18	0	39	17	15	17	14

*For the 2021-2022 school year there were 3 students in Promise Program and 1 in the Pride Academy

Program evaluation and fiscal report

The allocation of \$229,579 from state and federal programs, including carryover funds from the 2024 to 2025 school year, was used to support partial salaries for MLL certificated staff and to provide multiple GLAD training opportunities for elementary teachers at Saltar's Point, Chloe Clark Elementary, and Cherrydale Primary. Looking ahead, the 2025 to 2026 allocation will support continued professional development for current MLL staff, instructional supplies to enhance language development, and salaries for the MLL teacher and paraeducators. Funds will also support the administration of WIDA testing in a way that minimizes loss of

instructional time for students, ensuring assessments are completed efficiently while preserving valuable learning opportunities.

Assurances that the district is legally compliant

Evidence of compliance with legal and policy requirements includes various aspects such as the selection process, notification procedures, appeal process, and annual reporting.

To gather valuable feedback and insights for program improvements, the district administered an OSPI-developed parent survey via email and will continue this practice annually. The data collected from this survey will be used to inform any necessary adjustments to the current program.

Every MLL family has the opportunity to meet with their child's MLL teacher at least once a year during the fall conference period. These meetings serve as a platform to discuss the student's current progress and strategies to enhance their development. Whenever possible, these meetings involve both the MLL teacher and the general education teacher to establish a connection between state learning standards and language acquisition goals. Moreover, MLL teachers maintain frequent communication with general education teachers and parents throughout the academic year, addressing any areas of concern promptly.

Periodic meetings took place throughout the 24-25 school year involving the Program Manager for the MLL program and the teachers. These meetings served as a platform to review student progress, instructional support strategies, and assessment plans.

Coversheet

Approval of Sodexo Contract Amendment for 2025-26 School Year

Section: V. Consent Agenda
Item: F. Approval of Sodexo Contract Amendment for 2025-26 School Year
Purpose:
Submitted by:
Related Material: Sodexo Contract Amendment for 2025-26 School Year.pdf

RENEWAL AGREEMENT NUMBER TWO (2)

This renewal agreement number two (2) is made and entered into by Steilacoom Historical School District No. 1. (the "SPONSOR") and Sodexo America, LLC, a Delaware Limited Liability company, hereafter called the Food Service Management Company (FSMC).

WITNESSETH:

WHEREAS the SPONSOR and FSMC are parties to a certain Agreement, dated September 1, 2023, and

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the Parties hereto agree as follows:

1. Section 1.3 is deleted and replaced by the following:

Term of the Contract. The term of this Agreement shall be for one (1) year or less beginning on September 1, 2025, and continuing through August 31, 2026. The contract is subject to two (2) additional one-year renewals upon the written, dated consent of both parties, unless terminated by either party as provided herein. [7 CFR 210.16(d)] Extensions or renewals are contingent upon the fulfillment of all contract provisions related to USDA donated foods.

2. Section 6.1 is deleted and replaced by the following:

Billing for Fixed Price Per Meal. The SPONSOR and the FSMC have mutually agreed upon the fixed price per meal equivalent(s) as follows:

A. NSLP	\$4.61
B. SBP	\$4.61
C. SFSP	\$4.61
D. SSO	\$4.61
E. CACFP	\$4.61

Future fixed price increases will be limited to the percentage of change in the Consumer Price Index for All Urban Consumers: U.S. City Average – Food Away from Home for the 12-month period ending March of the current contract year. In the event of an increase in the city, state or federal minimum wage, the fixed price for meals shall be increased from the legislated date of increase in minimum wage by an amount equal to the resultant increase in cost to Sodexo from an increase in wages paid to Sodexo's management and non-management employees necessary to match similar increases paid locally as a result of the increase in minimum wage.

3. Section 6.2 is deleted and replaced by the following:

Meal Equivalent Defined.

For fixed price per meal purposes, each reimbursable lunch and supper shall be considered one (1) meal/meal equivalent, each reimbursable breakfast shall be considered two-thirds (2/3) of a meal/meal equivalent, and one reimbursable snack shall be considered one-third (1/3) of a meal/meal equivalent.

For cash meal sales other than reimbursable meals, the number of meal equivalents shall be determined by dividing the total of all food sales except reimbursable meals and snack sales (including sales of adult meals, a la carte meals, snack bar, catering, conference, and any other function sales) by **\$4.73**.
Choose \$4.75 (\$4.45 high lunch rate + \$.30 USDA food value) or \$4.73 (\$4.43 low lunch rate + \$.30 USDA food value).

4. The term of this renewal agreement is effective **September 1, 2025**, or date of execution whichever is later.
5. All other terms and conditions contained in the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this renewal agreement as of the dates written below:

Steilacoom Historical School District No. 1

Sodexo America, LLC

By: _____

By: _____

Name: Sarah Jahn

Name: Wendy Surak

Title: Chief Financial Officer

Title: Senior Vice President

Date: _____

Date: _____

ATTACHMENT B: SUSPENSION AND DEBARMENT CERTIFICATION

Steilacoom Historical School District No. 1

NOTE: This certificate must be completed for all new and renewal contract years when the contract equals or exceeds \$25,000.

Certification Regarding Debarment and Suspension and Other Responsibility Matters -Primary Covered Transactions

Non-federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180 and 2 CFR 200.213. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principles:
- (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Sodexo America LLC

Business Name

Wendy Surak Senior Vice President

Names(s) and Title(s) of Authorized Representative(s)



4/16/2025

Signature (s)

Date

Coversheet

Approval of 2025 SHSD CTE 4-Year Plan

Section: V. Consent Agenda
Item: G. Approval of 2025 SHSD CTE 4-Year Plan
Purpose:
Submitted by:
Related Material: 2025 SHSD CTE 4-Year Plan.pdf



**CAREER & TECHNICAL
EDUCATION**

**Four-Year Plan
2024-2025 School Year**

Programs 4-Year Plans	Program Evaluations
District CTE Plan Agricultural Science CTE Plan Business & Marketing CTE Plan Family & Consumer Sciences CTE Plan Health Sciences CTE Plan Skilled & Technical Sciences CTE Plan STEM CTE Plan	Agricultural Science CTE Evaluation Business & Marketing CTE Evaluation Family & Consumer Sciences CTE Evaluation Health Sciences CTE Evaluation Skilled & Technical Sciences CTE Evaluation STEM CTE Evaluation



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



District CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	All staff hold a conditional or continuing CTE certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Check to make sure all staff have a valid CPR/First Aid card	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification. - Begin implementation of PLPs for teachers on Conditional Certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification. - Begin implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	- State-approved frameworks for all courses - Financial Math, AP Psych, AP Environmental Science and Sports Med Textbook updated & purchased - CTE review was conducted through an outside consultant	- Review a new Aerospace curricula for the new course - Ensure industry standards are current - The course is aligned with a current approved framework	- Create an Aerospace course. - Yearly review of CTE Frameworks. - Advisory Feedback and Review of State Standards.	- Yearly Review of CTE Frameworks. - Advisory feedback and review of State Standards.
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	- State-approved frameworks, Advanced Placement curriculum, and Dual Credit articulation agreements - Reviewed all programs and created a digital file system for compliance documents to ensure integrity	Review all programs and update a digital file system	Review all programs and update a digital file system	Review all programs and update a digital file system
Student Access to Program RCW 28A.700.010 (Criteria 4)	- District-wide Universal Design for Learning and Inclusionary Practices. - CTE review was conducted through an outside consultant	- Research best practices to help all students access CTE programs - All Freshmen will take Career Choices to learn about the courses offered at SHS and how their career goals fit into those classes	Continue to shape the Career Choices class to help students gain access to CTE programs	Continue to shape the Career Choices class to help students gain access to CTE programs
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	- GAC & Program Advisory membership drive - Formalize process for meetings - Showcase students and their work at at least one meeting	Enhance participation in the General Advisory Program	- Enhance participation in the General Advisory Program - Showcase students and their work at at least one meeting	- Enhance participation in the General Advisory Program - Showcase students and their work at at least one meeting



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



District CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Safe Practices RCW 28A.700.010 (Criteria 6)	- Annual Safety Doc review, safety testing - Re-stock First Aid materials - Regular maintenance of equipment: eye wash, fire extinguishers, AEDs	- Annual Safety Doc review, safety testing - Re-stock First Aid materials - Regular maintenance of equipment: eye wash, fire extinguishers, AEDs	- Annual Safety Doc review, safety testing - Re-stock First Aid materials - Regular maintenance of equipment: eye wash, fire extinguishers, AEDs	- Annual Safety Doc review, safety testing - Re-stock First Aid materials - Regular maintenance of equipment: eye wash, fire extinguishers, AEDs
Facilities RCW 28A.700.010 (Criteria 7)	- Update Science labs for Human Body Systems and other subjects - Update student store equipment - CTE review was conducted through an outside consultant	- Assess new programs (first year) and any changes that need to be made to the facilities - Consider facilities changes for Aerospace class - Update and remodel Student Store as the budget allows	- Kins for Art as the budget allows - Repair/replace broken equipment In FCS as the budget allows	Review and audit current facilities in order to upgrade facilities as the budget allows
Instructional Materials RCW 28A.700.010 (Criteria 8)	- Updated and adopted AP Psychology and Financial curriculum - Reviewed and adopted textbook for Sports Medicine - Reviewed textbook for Career Choices	- Review all program curriculum needs and create a 5 year plan for implementation - School Links review and begin outlining for 2026-2027 school year implementation	- Start a 5 year plan for rotation of updating curriculum as the budget allows - Begin School Links implementation	- Continue 5 year plan for curriculum updates as the budget allows - Refine School Links implementation
Leadership and Employability RCW 28A.700.010 (Criteria 9)	CTE review was conducted through an outside consultant	Ensure all classes are connected to a CTSO or Program of Activities/ Extended Learning	Ensure all classes are connected to a CTSO or Program of Activities/ Extended Learning	Ensure all classes are connected to a CTSO or Program of Activities/ Extended Learning
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	- All program areas complete an annual review and have a 4-year plan - Evaluating partnership with the Business & Marketing/DECA program - All program areas complete an annual review and have a 4 year plan - Ensure that the program evaluation matches the 4 year plan	- All program areas complete an annual review and have a 4 year plan - Ensure that the program evaluation matches the 4 year plan	- All program areas complete an annual review and have a 4 year plan - Ensure that the program evaluation matches the 4 year plan	- All program areas complete an annual review and have a 4 year plan - Ensure that the program evaluation matches the 4 year plan



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



District CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	GAC annual meetings are held, as well as Program Advisory meetings held throughout the school year	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	- CTE review was conducted through an outside consultant - Restructure Pathways and Program of Study	Implement new CTE Pathways and Program of Study	Implement new CTE Pathways and Program of Study	Implement new CTE Pathways and Program of Study
Certification Work-based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



District CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Career Guidance RCW 28A.700.010(3) (Criteria 14)	• Create the Career Choices Class and determine the State Standards to be taught, starting in the 2025-2026 school year	• New CTE Program Manager with duties that include: ◦ Collaborate with school counselors, administrators, and teachers to develop and implement a comprehensive HSBP that aligns with state expectations and meets the needs of our diverse student population ◦ Guide the successful transition to SchoolLinks, collaborating with the Principal to align with school objectives ◦ Develop and deliver college and career advisory lessons in partnership with the Assistant Principal ◦ Provide guidance and support for college and career applications, ensuring students are prepared for success. ◦ Organize and oversee the administration of PSAT, SAT, and ACT testing if the budget allows ◦ Planned and executed Financial Aid 101 night to assist students and families with financial applications ◦ Create and share a balance of post-secondary options for students that help them make informed decisions about their future	• Continue to utilize the CTE Program Manager role in Career Guidance	• Continue to utilize the CTE Program Manager role in Career Guidance



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



District CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Completed winter/spring	Complete the Program Evaluation and focus on 1-2 areas of growth that year that align with the program's 4 year plan	Complete the Program Evaluation and focus on 1-2 areas of growth that year that align with the program's 4 year plan	Complete the Program Evaluation and focus on 1-2 areas of growth that year that align with the program's 4 year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	Attended conferences for individual programs, including relevant regional and state professional development events	- Conferences for individual programs include relevant regional and state professional development events - Program area conferences - CTE Program 101 - In-house training opportunities for staff - CTE Program Manager/Director to attend regional/state CTE trainings	- Conferences for individual programs include relevant regional and state professional development events - Program area conferences - CTE Program 101 - In-house training opportunities for staff - CTE Program Manager/Director to attend regional/state CTE trainings	- Conferences for individual programs include relevant regional and state professional development events - Program area conferences - CTE Program 101 - In-house training opportunities for staff - CTE Program Manager/Director to attend regional/state CTE trainings



STEILACOOM

Historical School District No. 1

Steilacoom Historical School District

Career and Technical Education

Four Year Plan



Agricultural Science CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	Reviewed current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	- Reviewed and updated curriculum frameworks to ensure all preparatory courses met RCW 28A.700.030 requirements, including AP Environmental Science - Conducted a cost assessment for job shadows, internships, and community service aligned with the Agriculture cluster	- Implement annual board approval of plan revisions, integrating student feedback and advisory council recommendations - Pilot new leadership modules in Agribusiness and Leadership courses using Perkins-aligned activities	- Implement annual board approval of plan revisions, integrating student feedback and advisory council recommendations - Pilot new leadership modules in Agribusiness and Leadership courses using Perkins-aligned activities	- Finalize full program reapproval package for 2028–2033 cycle, demonstrating continuous improvement and leadership development outcomes - Document dual credit maximization in all courses, including Marine Science and AP Environmental Science
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	- Embedded math, ELA, and science standards into introductory Agricultural Science and Marine Science units - Aligned Integrated Environment and Sustainability standards with PNW Ecology modules	- Deepen integration of chemistry and data analysis in AP Environmental Science investigations - Ensure CTE course frameworks map to grade level expectations in Science and Math	- Incorporate 21st Century Skills such as critical thinking, collaboration, and communication into Plant Science and Agribusiness coursework through project-based learning - Expand work-based learning calibration with local industry to reinforce applied academics	- Review academic integration outcomes using student portfolios and dual credit transcripts, and refine instructional frameworks based on the findings - Host professional development for teachers on cross-disciplinary instruction and assessment
Student Access to Program RCW 28A.700.010 (Criteria 4)	- Launched an open enrollment campaign for Agriculture pathways and formalized dual credit agreements with local community and technical colleges - Mapped program offerings to the statewide high-demand occupations list	- Increase work-based learning placements in marine and ecological fields and provide transportation support for rural students - Offer bilingual materials and outreach to support MLL students	- Expand dual credit enrollment in Plant Science and AP Environmental Science courses; monitor growth in dual-credit participation - Provide financial support for field study experiences in PNW Ecology for low-income students, as funding permits	- Finalize articulation on Agribusiness and Leadership capstone for college credit; secure scholarship partnerships for postsecondary transitions - Evaluate equitable access metrics and adjust recruitment as needed
Accountability RCW 28A.700.040(1)(c)	Established baseline performance measures for participation in high-demand programs and dual credit rates	Conduct a mid-year review of dual credit attainment and skill gap metrics, and submit findings to OSPI	Assess graduation rates and analyze post-graduation employment and enrollment data; enhance internship program components accordingly	Conduct a comprehensive review of program performance relative to Perkins and state targets, and submit a detailed improvement narrative for reapproval

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Steilacoom Historical School District
Career and Technical Education
Four Year Plan



Agricultural Science CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
(Criteria 5)	Implemented a data-tracking system to monitor technical skill attainment and Perkins indicators	Revise program elements in the improvement plan if performance falls below targets	Prepare second-year improvement plan submission if necessary	Document continuous improvement cycles for next planning period
Safe Practices RCW 28A.700.010 (Criteria 6)	- Developed and adopted comprehensive safety policies for all CTE labs, including Marine Science and PNW Ecology, aligned with state standards. - Established class size limits to ensure safe supervision and maintain recommended student-to-instructor ratios. - Verified that all CTE staff held current CPR and First Aid certifications and maintained records on file	- Conduct annual safety audits of equipment, facilities, and personal protective equipment to ensure proper functioning - Assign qualified lab assistants in technical courses to support hands-on activities and monitor safety compliance - Implement mandatory safety training modules for students and staff, including emergency response drills	- Review and analyze safety incident reports to identify trends and update safety protocols accordingly - Provide professional development workshops for CTE instructors on best practices in lab safety and hazard management - Integrate safety practices into curriculum assessments for Marine Science, PNW Ecology, and AP Environmental Science courses	- Conduct a comprehensive program safety compliance review, including external evaluation by industry partners - Renew and update all staff safety certifications (CPR, First Aid) and document completion rates - Update safety plans and training materials based on feedback and evolving state requirements for the next reapproval cycle
Facilities RCW 28A.700.010 (Criteria 7)	- Conducted comprehensive facilities audits of all CTE spaces, including labs, the greenhouse, and outdoor stations, to ensure compliance with building codes, safety standards, and accessibility requirements - Developed a maintenance and replacement plan for key equipment such as aquaria systems, ecology field kits, and AP Environmental Science lab apparatus - Submitted budget requests for minor repairs and consumable supplies	- Review required updates for the Marine Science and PNW Ecology labs - Establish and implement a routine inspection schedule, including quarterly safety checklists	- Update Marine Science and PNW Ecology labs as funding permits - Upgrade digital infrastructure as budget permits - Conduct a review of ADA accessibility improvements across all sites	- Conduct a capacity and utilization study to guide long-range facility planning for the 2029–2034 cycle - Develop and finalize the funding strategy for major capital projects, such as the new environmental field station, as budget permits - Include a comprehensive facilities report with the next CTE plan reapproval submission
Instructional Materials RCW 28A.700.010 (Criteria 8)	- Inventoried existing textbooks, digital platforms, lab manuals, and multimedia tools for Marine Science, PNW Ecology, and AP Environmental Science courses - Evaluated the effectiveness of instructional resources using course performance data and end-of-year surveys	Provide targeted professional development on integrating new materials into daily instruction	Address gaps by acquiring specialized kits and resources such as testing equipment, software licenses, and advanced lab supplies as funding permits	- Conduct a full five-year review cycle by retiring outdated resources and renewing subscriptions and licenses - Prepare a budget request for emerging industry tools, such as drone-based ecosystem monitoring, as funding allows



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Agricultural Science CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Leadership and Employability RCW 28A.700.010 (Criteria 9)	Integrated service-learning projects and community engagement through CTSO activities	Provide mentorship and career-readiness sessions with industry partners	Offer work-based employability experiences (job shadows, internships) aligned to Agriculture cluster	Refine CTSO programs and workshop offerings based on feedback and best practices
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	Established baseline resources and requirements to be in compliance with all WA health, storage, and other essential laws in lab spaces	Create systems of maintaining and improving our storage and ordering procedures to ensure all materials are available and properly stored for future access	Launch a developed and integrated CTE spring market to highlight, promote, and motivate CTE students to develop industry skills	Improve working facilities to give students opportunities to develop projects and restoration works to prepare more students for WBL opportunities
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	Recruited and brought together a Pathway Advisory Committee of industry, postsecondary, and community representatives who met at least twice to review the initial CTE Ag Pathway expansions	Increase curriculum development partnership with increased frequency in contact and curriculum discussion	Increase in-person classroom visits and presentations with connections made via the advisory committee	Plan and attend field trips to on-site locations, labs, field work, etc that pertain to relevant work opportunities within our CTE pathways
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	Developed and published a clear CTE Ag Pathway Program of Study sequence that integrates AP Environmental Studies, PNW Ecology, and Marine Sciences courses for student planning	Work with other secondary partners to create an outline of needs critical skills CTE students need in middle school prior to entering high school CTE courses	Evaluate the effectiveness of the vertical alignment to determine if coordination promoted skills we found critically important, increase frequency and focus of vertical alignment opportunities	Expand vertical alignment to primary partners to create a K-12 CTE pathway that emphasizes critical work skills, soft skills, and content knowledge that promote success in our fields of study
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises



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Agricultural Science CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	○ 4-Placement/unpaid internship (minimum 20-hour experience) ○ 5-Placement/paid internship ○ 6-Apprenticeship preparation program/registered apprenticeship ○ 7-Ownership/entrepreneurship ○ 8-Health care clinical ○ 9-Course related service-learning project ● Ensured that every section of CTE offers at least 1 WBL opportunity each semester	○ 4-Placement/unpaid internship (minimum 20-hour experience) ○ 5-Placement/paid internship ○ 6-Apprenticeship preparation program/registered apprenticeship ○ 7-Ownership/entrepreneurship ○ 8-Health care clinical ○ 9-Course related service-learning project ● Ensure that every section of CTE offers at least 1 WBL opportunity each semester	○ 4-Placement/unpaid internship (minimum 20-hour experience) ○ 5-Placement/paid internship ○ 6-Apprenticeship preparation program/registered apprenticeship ○ 7-Ownership/entrepreneurship ○ 8-Health care clinical ○ 9-Course related service-learning project ● Ensure that every section of CTE offers at least 1 WBL opportunity each semester	○ 4-Placement/unpaid internship (minimum 20-hour experience) ○ 5-Placement/paid internship ○ 6-Apprenticeship preparation program/registered apprenticeship ○ 7-Ownership/entrepreneurship ○ 8-Health care clinical ○ 9-Course related service-learning project ● Ensure that every section of CTE offers at least 1 WBL opportunity each semester
Career Guidance RCW 28A.700.010(3) (Criteria 14)	● Collaborated with industry partners to develop CTE career guidance aligned to pathway courses and planned the inaugural CTE career fair	● Plan for a Spring CTE convention/job fair to be hosted on campus (utilizing our CTE courses to promote programs)	● Incorporate individual career planning sessions into AP Environmental Studies, PNW Ecology, and Marine Sciences courses ● Expand the career fair to include additional industry booths	● Integrate career portfolio development into capstone projects and coordinate site visits and alumni panels to showcase career pathways
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	● Completed winter/spring	● Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	● Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	● Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	● Attended conferences for individual programs, including relevant regional and state professional development events	● Identify PD opportunities for program areas that help lead to high wage and high demand jobs. Implement if funding allows ● Conferences for individual programs include relevant regional and state professional development events	● Identify PD opportunities for program areas that help lead to high wage and high demand jobs. Implement if funding allows ● Conferences for individual programs include relevant regional and state professional development events	● Identify PD opportunities for program areas that help lead to high wage and high demand jobs. Implement if funding allows ● Conferences for individual programs include relevant regional and state professional development events



Steilacoom Historical School District
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Business & Marketing CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	Reviewed current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	An Advisory Committee was established to ensure industry standards are current. The courses were aligned with current, approved frameworks	- An Advisory Committee is established to ensure industry standards are current. The course is aligned with a current approved framework - Explore options in Project Management in certification/texts for 2nd/3rd year students	- An Advisory Committee is established to ensure industry standards are current. The course is aligned with a current approved framework - Implement options in Project Management in certification/texts for 2nd/3rd year students	- An Advisory Committee is established to ensure industry standards are current. The course is aligned with a current approved framework - Continue options in Project Management in certification/texts for 2nd/3rd year students
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	Provided access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions	- Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions - Acquire a current marketing textbook in either electronic or print format as necessary	- Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions - Acquire a current marketing textbook in either electronic or print format as necessary	- Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions - Acquire a current marketing textbook in either electronic or print format as necessary
Student Access to Program RCW 28A.700.010 (Criteria 4)	Purchased new technology for students to access programs	- Consider purchasing new technology to enable students to access industry-standard materials - Update equipment as the budget permits	- Consider purchasing new technology to enable students to access industry-standard materials - Update equipment as the budget permits	- Consider purchasing new technology to enable students to access industry-standard materials - Update equipment as the budget permits
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	- Student performance was measured using grades and testing data - Career counseling services and programs supporting non-traditional participation and completion was established and actively implemented	- Student performance will be measured using grades and testing data. - Career counseling services and programs supporting non-traditional participation and completion will be established and actively implemented	- Student performance will be measured using grades and testing data. - Career counseling services and programs supporting non-traditional participation and completion will be established and actively implemented	- Student performance will be measured using grades and testing data. - Career counseling services and programs supporting non-traditional participation and completion will be established and actively implemented



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Business & Marketing CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Safe Practices RCW 28A.700.010 (Criteria 6)	Each semester, students received training in workplace safety for business operations and the student store	Each semester the students are trained in workplace safety for business operations/student store	Each semester the students are trained in workplace safety for business operations/student store	Each semester the students are trained in workplace safety for business operations/student store
Facilities RCW 28A.700.010 (Criteria 7)	- A new dishwashing system that dispenses soap and sanitizer was purchased to meet health and safety standards. - Facilities in the Student Store were updated within the constraints of the budget	Consider student store upgrades if the budget allows	Consider student store remodel expansion provided the program grows to increase food preparation activities that satisfy Pierce County Health Department	Consider student store remodel expansion provided the program grows to increase food preparation activities that satisfy Pierce County Health Department
Instructional Materials RCW 28A.700.010 (Criteria 8)	- Updated Adobe Suite as needed for Graphic Design - Updated laptops that were in need of repair or did not meet industry standards	Update Adobe Suite as necessary for Graphic Design to meet industry standards as budget allows	Update marketing textbooks,as necessary	Update marketing materials as necessary
Leadership and Employability RCW 28A.700.010 (Criteria 9)	- The CTE budget supported student training and certification costs, such as Food Handler’s Cards, first aid and CPR certification, Microsoft certifications, and similar credentials - Provided assistance in funding DECA travel and competition expenses	- The CTE budget supports student training and certification costs, such as Food Handler’s Cards, first aid and CPR certification, Microsoft certifications, and similar credentials - Provide assistance in funding DECA travel and competition expenses	- The CTE budget supports student training and certification costs, such as Food Handler’s Cards, first aid and CPR certification, Microsoft certifications, and similar credentials - Provide assistance in funding DECA travel and competition expenses	- The CTE budget supports student training and certification costs, such as Food Handler’s Cards, first aid and CPR certification, Microsoft certifications, and similar credentials - Provide assistance in funding DECA travel and competition expenses
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	- Continued to remodel student store as budget permitted - Upgraded food preparation equipment as the budget allowed	- Continue to remodel student store as budget permits - Upgrade food preparation equipment as the budget allows	- Continue to remodel student store as budget permits - Upgrade food preparation equipment as the budget allows	- Continue to remodel student store as budget permits - Upgrade food preparation equipment as the budget allows
Advisory Committee RCW 28A.700.020(1)	- Established a robust advisory committee to offer feedback on our new program directions - Recruited new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback

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Business & Marketing CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
(Criteria 11)				
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	CTE review was conducted through an outside consultant	The CTE Program Manager or Director will collaborate with the counseling team to provide education on the various program areas and identify effective ways to support students	The CTE Program Manager or Director will collaborate with the counseling team to provide education on the various program areas and identify effective ways to support students	The CTE Program Manager or Director will collaborate with the counseling team to provide education on the various program areas and identify effective ways to support students
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participated in WBL opportunities through the state’s Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensured that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state’s Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state’s Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state’s Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester
Career Guidance RCW 28A.700.010(3) (Criteria 14)	In addition to what was learned in the classroom, counselors guided students in completion or concentration on a career cluster or pathway	In addition to what is learned in the classroom, counselors guide students in completion or concentration on a career cluster or pathway	Utilize the CTE Program Manager to offer career guidance for students	Utilize the CTE Program Manager to offer career guidance for students

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Business & Marketing CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Completed winter/spring	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	- The CTE budget funded CTSOs and professional memberships. Funds supported participation in professional development opportunities such as conferences, conventions, student competitions, and industry visits - Attended conferences for individual programs, including relevant regional and state professional development events	- CTE budget continues/begins to fund CTSO, and professional memberships. Fund participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events	- CTE budget continues/begins to fund CTSO, and professional memberships. Fund participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events	- CTE budget continues/begins to fund CTSO, and professional memberships. Fund participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events



Steilacoom Historical School District
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Family & Consumer Sciences CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	Reviewed current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	The course was aligned with a current approved framework	The course is aligned with a current approved framework.	The course is aligned with a current approved framework.	The course is aligned with a current approved framework.
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	Open Education Resources were utilized for most classes	- Consider a supplementary curriculum purchase. - Explore CIA/Prostart skill development/career - Servesafe certification for second year advanced students-mcdstarters - Farm to table focus	Consider opportunities for students to cater community events	Continue CIA/Prostart and Servesafe
Student Access to Program RCW 28A.700.010 (Criteria 4)	FCCLA CTSO	- FCCLA CTSO - Seek opportunities for students to attend local culinary field trips	- FCCLA CTSO - Provide opportunities for students to experience working in professional kitchen environments through hands-on exploration and practice - Seek opportunities for students to attend local culinary field trips	- FCCLA CTSO - Provide opportunities for students to experience working in professional kitchen environments through hands-on exploration and practice - Seek opportunities for students to attend local culinary field trips
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	Grades and testing were used to measure performance	Academic work performance and practical skill evaluation used to measure performance	Academic work performance and practical skill evaluation used to measure performance.	Academic work performance and practical skill evaluation used to measure performance



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Family & Consumer Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Safe Practices RCW 28A.700.010 (Criteria 6)	Culinary arts students were trained in kitchen safety and sanitation each semester. The apparel students were trained in sewing safety	Each semester the culinary arts students are trained in kitchen safety and sanitation.	Each semester the culinary arts students are trained in kitchen safety and sanitation.	Each semester the culinary arts students are trained in kitchen safety and sanitation.
Facilities RCW 28A.700.010 (Criteria 7)	Maintained appliances through regular repairs and replacements as needed	- Update kitchen facilities for safety as necessary - Maintain appliances through regular repairs and replacements as needed - Consider upgrades to grow the program in order for students to be able to begin catering community events	- Update kitchen facilities for safety as necessary - Maintain appliances through regular repairs and replacements as needed - Consider upgrades to grow the program in order for students to be able to begin catering community events	- Update kitchen facilities for safety as necessary - Maintain appliances through regular repairs and replacements as needed - Consider upgrades to grow the program in order for students to be able to begin catering community events
Instructional Materials RCW 28A.700.010 (Criteria 8)	Reviewed health and science content in classroom kits used for culinary instruction	- Explore a supplemental curriculum - CIA/Prostart skill development/career exploration supplemental - Servesafe certification for second year advanced students	- Explore a supplemental curriculum - CIA/Prostart skill development/career exploration supplemental - Servesafe certification for second year advanced students	- Explore a supplemental curriculum - CIA/Prostart skill development/career exploration supplemental - Servesafe certification for second year advanced students
Leadership and Employability RCW 28A.700.010 (Criteria 9)	Leadership opportunities were provided in FCCLA, advanced foods students- Food Handler’s Card, Health students- first aid/CPR card, dual credit- Human Dev., advanced foods, baking/pastry	- Provide leadership opportunities through FCCLA and ProStart, including participation in leadership conferences and competitive events - Offer advanced foods students the chance to earn certifications such as the Food Handler’s Card and ServSafe	- Provide leadership opportunities through FCCLA and ProStart, including participation in leadership conferences and competitive events - Offer advanced foods students the chance to earn certifications such as the Food Handler’s Card and ServSafe	- Provide leadership opportunities through FCCLA and ProStart, including participation in leadership conferences and competitive events - Offer advanced foods students the chance to earn certifications such as the Food Handler’s Card and ServSafe
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	It was determined that The Careers in Education class, in partnership with the elementary school, will offer students meaningful leadership opportunities	- Consider adding Careers in Education classes - Consider offering International Foods every other year and rotate with Baking	Add careers in Education classes, teach Psychology within FCS department	Add careers in Education classes



Steilacoom Historical School District
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Family & Consumer Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	• An advisory committee was established	• An advisory committee is established	• Advisory committee is established	• Advisory committee is established
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	• Independent living • Interior Design • Apparel & Textiles • Human Development • International Foods • Intro to Foods • Advanced Foods • Baking	• Career Choices • Intro to Foods • Advanced Foods • Baking	• Career Choices • Intro to Foods • Advanced Foods • Baking • Psychology • Careers in Education	• Career Choices • Intro to Foods • Advanced Foods • Baking • Psychology • Careers in Education
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	• Students participated in WBL opportunities through the state's Work-Based Learning guidance: ◦ 1-Career research and job interview/job shadow in course related area ◦ 2-Guest speaker series with assigned career mentors or structured field trip to related job site ◦ 3-School based enterprises ◦ 4-Placement/unpaid internship (minimum 20-hour experience) ◦ 5-Placement/paid internship ◦ 6-Apprenticeship preparation program/registered apprenticeship ◦ 7-Ownership/entrepreneurship ◦ 8-Health care clinical ◦ 9-Course related service-learning project • Ensured that every section of CTE offers at least 1 WBL opportunity each semester	• Students participate in WBL opportunities through the state's Work-Based Learning guidance: ◦ 1-Career research and job interview/job shadow in course related area ◦ 2-Guest speaker series with assigned career mentors or structured field trip to related job site ◦ 3-School based enterprises ◦ 4-Placement/unpaid internship (minimum 20-hour experience) ◦ 5-Placement/paid internship ◦ 6-Apprenticeship preparation program/registered apprenticeship ◦ 7-Ownership/entrepreneurship ◦ 8-Health care clinical ◦ 9-Course related service-learning project • Ensure that every section of CTE offers at least 1 WBL opportunity each semester	• Students participate in WBL opportunities through the state's Work-Based Learning guidance: ◦ 1-Career research and job interview/job shadow in course related area ◦ 2-Guest speaker series with assigned career mentors or structured field trip to related job site ◦ 3-School based enterprises ◦ 4-Placement/unpaid internship (minimum 20-hour experience) ◦ 5-Placement/paid internship ◦ 6-Apprenticeship preparation program/registered apprenticeship ◦ 7-Ownership/entrepreneurship ◦ 8-Health care clinical ◦ 9-Course related service-learning project • Ensure that every section of CTE offers at least 1 WBL opportunity each semester	• Students participate in WBL opportunities through the state's Work-Based Learning guidance: ◦ 1-Career research and job interview/job shadow in course related area ◦ 2-Guest speaker series with assigned career mentors or structured field trip to related job site ◦ 3-School based enterprises ◦ 4-Placement/unpaid internship (minimum 20-hour experience) ◦ 5-Placement/paid internship ◦ 6-Apprenticeship preparation program/registered apprenticeship ◦ 7-Ownership/entrepreneurship ◦ 8-Health care clinical ◦ 9-Course related service-learning project • Ensure that every section of CTE offers at least 1 WBL opportunity each semester

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Family & Consumer Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Career Guidance RCW 28A.700.010(3) (Criteria 14)	Counselors supported students in completing or focusing on a specific career cluster or pathway. The Program of Study should was explained and communicated to students	Utilize the CTE program manager to offer career guidance and vocational outreach for students	Utilize the CTE program manager to offer career guidance and vocational outreach for students	Utilize the CTE program manager to offer career guidance and vocational outreach for students
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Completed winter/spring	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	- Participated in professional development opportunities such as conferences, conventions, student competitions, and industry visits - Attended conferences specific to individual programs, including relevant regional and state professional development events	- Participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events	- Participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events	- Participation in professional development opportunities: conferences, conventions, student competitions, industry visits, etc. - Conferences for individual programs include relevant regional and state professional development events



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Health Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	Reviewed current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	- Evaluated and approved Sports Medicine curriculum - Advisory committee approved new classes and frameworks	- Evaluate and approve Sports Med II curriculum - Advisory committee will add additional changes to framework to meet the changing demands of careers in biomed	Advisory committee will add additional changes to framework to meet the changing demands of careers in biomed	- Evaluate and approve sports med supplemental curriculum - Advisory committee will add additional changes to framework to meet the changing demands of careers in biomed
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	Reviewed State-approved frameworks, Advanced Placement curriculum, and dual credit Articulation agreements	Review State-approved frameworks, Advanced Placement curriculum, and dual credit Articulation agreements	Review State-approved frameworks, Advanced Placement curriculum, and dual credit Articulation agreements	Review State-approved frameworks, Advanced Placement curriculum, and dual credit Articulation agreements
Student Access to Program RCW 28A.700.010 (Criteria 4)	- Provided a District-wide Universal Design for Learning and Inclusionary Practices - SHS course revision determined - students take biology - a gateway course to biomedical science - CTE review was conducted through an outside consultant	All freshmen will take Career Choices to explore the courses available at SHS and understand how those classes align with their career goals	All freshmen will take Career Choices to explore the courses available at SHS and understand how those classes align with their career goals	All freshmen will take Career Choices to explore the courses available at SHS and understand how those classes align with their career goals
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	Conducted a GAC and Program Advisory Membership drive	- Enhance participation in the General Advisory Program - Formalize process for meetings - Showcase students and their work at at least one meeting - Student participation in school athletic events	- Enhance participation in the General Advisory Program - Showcase students and their work at at least one meeting - Student participation in school athletic events	- Enhance participation in the General Advisory Program - Showcase students and their work at at least one meeting - Student participation in school athletic events



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



Health Sciences CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Safe Practices RCW 28A.700.010 (Criteria 6)	- Inspection of all equipment to determine safety - Conducted general lab safety training for all students - Conducted training aseptic technique for microbiology labs and dissection	- Annual review of safety equipment - Annual general lab safety training for all students - Annual training aseptic technique for microbiology labs and dissection	- Annual review of safety equipment - Annual general lab safety training for all students - Annual training aseptic technique for microbiology labs and dissection	- Annual review of safety equipment - Annual general lab safety training for all students - Annual training aseptic technique for microbiology labs and dissection
Facilities RCW 28A.700.010 (Criteria 7)	- Maintained lab and training equipment through repairs and replacements as needed - Ensured dummies and models were kept in good condition with timely maintenance and updates	Maintain lab and training equipment through repairs and replacements as needed. Ensure dummies and models are kept in good condition with timely maintenance and updates	Maintain lab and training equipment through repairs and replacements as needed. Ensure dummies and models are kept in good condition with timely maintenance and updates	Maintain lab and training equipment through repairs and replacements as needed. Ensure dummies and models are kept in good condition with timely maintenance and updates
Instructional Materials RCW 28A.700.010 (Criteria 8)	- Reviewed and select Sports Medicine curriculum - Started review for Anatomy and Physiology curriculum	- Review and select Anatomy and Physiology curriculum - Purchase supplemental materials for Anatomy and Physiology	Review of curriculum and materials by advisory committee for leavings and takeouts and updates	Review of curriculum and materials by advisory committee for leavings and takeouts and updates
Leadership and Employability RCW 28A.700.010 (Criteria 9)	CTSO's included: Skills USA, FCCLA, DECA, Art Club, Wet Plate Photography, Environmental Stewards Club, HOSA	Afterschool Sports Medicine Program implementation	- Ensure all classes are connected to a CTSO or program of activities/ extended learning - Afterschool Sports Medicine Program	- Ensure all classes are connected to a CTSO or program of activities/ extended learning - Afterschool Sports Medicine Program
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	- All program areas completed an annual review and have a 5-year plan - Evaluating partnership with SYSCO for Business & Marketing/DECA program	All program areas will complete an annual review and maintain a four-year plan.Ensure the program evaluation aligns with the four-year plan	- All program areas will complete an annual review and maintain a four-year plan - Ensure the program evaluation aligns with the four-year plan	- All program areas will complete an annual review and maintain a four-year plan - Ensure the program evaluation aligns with the four-year plan
Advisory Committee RCW 28A.700.020(1)	GAC annual meetings were held, as well as Program Advisory meetings throughout the school year	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback	- Establish a robust advisory committee to offer feedback on our new program directions - Recruit new members from specific program areas to provide feedback

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STEILACOOM
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Steilacoom Historical School District
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CAREER & TECHNICAL
EDUCATION

Health Sciences CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
(Criteria 11)				
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	- CTE Grad Pathways - CTE reviewed was conducted through an outside consultant - Restructured Pathways and Program of Study	Implement new CTE Pathways and Program of Study	Implement new CTE Pathways and Program of Study	Evaluate 25-26 CTE Pathways and Program of Study implementation
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participated in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensured that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester
Career Guidance RCW 28A.700.010(3) (Criteria 14)	- Career exploration components/projects were included in all courses - Students had access to the College & Career Counselor Post-Secondary Night, PCSC, Dual Credit, Advisory	Career exploration component/project for all courses. College & Career Counselor access, Post-Secondary night, PCSC, Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships	Career exploration component/project for all courses. College & Career Counselor access, Post-Secondary night, PCSC, Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships	Career exploration component/project for all courses. College & Career Counselor access, Post-Secondary night, PCSC, Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships

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Health Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
	Committee connections, guest speakers, internships, and apprenticeships were provided			
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Completed winter/spring	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program’s four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	Attended conferences for individual programs, including relevant regional and state professional development events	- Conferences for individual programs include relevant regional and state professional development events - CTE Program 101 - In-house training opportunities for staff	- Conferences for individual programs include relevant regional and state professional development events - CTE Program 101 - In-house training opportunities for staff	- Conferences for individual programs include relevant regional and state professional development events - CTE Program 101 - In-house training opportunities for staff



Steilacoom Historical School District
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Skilled & Technical Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	- Updated the Conditional CTE Certification for JROTC on June 30, 2025, valid through June 30, 2026 - The Visual Arts teacher earned CTE certification - The Digital Media/Yearbook teacher maintained certification	- Updating conditional CTE certification for JROTC on June 30, 2025, Valid through June 30 2027 - Visual Arts teacher maintains certification - Digital Media/Yearbook teacher maintains certification - Renew CPR certification	- Updating conditional CTE certification for JROTC on June 30, 2025, Valid through June 30 2028 - Visual Arts teacher maintains certification - Digital Media/Yearbook teacher maintains certification	- Updating conditional cTE Certification for JROTC on June 30, 2025, Valid through June 30 2029 - Visual Arts teacher maintains certification - Digital Media/Yearbook teacher maintains certification (renews in 2029) - Renew CPR certification
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	- The curriculum was nationally reviewed and accredited by AdvancED. - An Advisory Committee was established to ensure industry standards remained current for visual arts - The course was aligned with an approved framework for visual arts	- Curriculum nationally reviewed and accredited by AdvancED - Maintain professional relationships with members of advisory committee - Establish a service learning annual event with local police departments - An Advisory Committee is established to ensure industry standards are current - The course is aligned with a current approved framework - Add additional advisory members in industry areas in publication and design	- Curriculum nationally reviewed and accredited by AdvancED - Maintain professional relationships with members of advisory committee - Continue a cadet service learning project as annual JROTC event with local police departments - An Advisory Committee is established to ensure industry standards are current - The course is aligned with a current approved framework	- Curriculum nationally reviewed and accredited by AdvancED - Maintain professional relationships with members of advisory committee - Continue a cadet service learning project as annual JROTC event with local police departments - An Advisory Committee is established to ensure industry standards are current - The course is aligned with a current approved framework
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	- Cadets explored all branches of service within the Department of Defense, assessed the strengths and capabilities of the U.S. Army, and reflected on how the Army could best serve national and global needs - Integrated the College in the High School program through Central Washington University (CWU) - Provided access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions, such as Adobe Suite - Ensured availability of materials aligned with Washington State and National Art Standards	- Cadets explore all branches of the Department of Defense, evaluate the U.S. Army's strengths and capabilities, and consider how the Army can best serve national and global needs today. - Continue integrating the College in the High School program through Central Washington University - Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions, such as Adobe Suite and Adobe Firefly AI, as the budget permits - Ensure access to materials aligned with Washington State and National Art	- Cadets explore all branches of service within the Department of Defense, evaluate the U.S. Army's strengths and capabilities, and reflect on how the Army can best serve national and global needs today. - Continue implementation of the College in the High School program. - Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions - Update the marketing textbook—electronic or print—as the budget permits	- Cadets explore all branches of service within the Department of Defense, evaluate the U.S. Army's strengths and capabilities, and reflect on how the Army can best serve national and global needs today - Continue implementation of the College in the High School program - Provide access to online resources and updated instructional materials by purchasing necessary curriculum subscriptions - Update the marketing textbook—electronic or print—as the budget permits

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STEILACOOM
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Career and Technical Education
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CAREER & TECHNICAL
EDUCATION

Skilled & Technical Sciences CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
		StandardsImage generation software as budget allows Update all Adobe programs with current updates	Keep all Adobe programs current with the latest updates, subject to budget availability	Keep all Adobe programs current with the latest updates, subject to budget availability
Student Access to Program RCW 28A.700.010 (Criteria 4)	- The school counselor was utilized to ensure potential cadets had access to the program - New technology was made available to all students to support access to materials - Equipment was purchased for instruction as needed across various art programs, with updates made as necessary	- Nominate a LET 2 cadet for the Public Affairs Officer role to engage middle and high school students in joining the Sentinel JROTC Battalion - Ensure the nominee is LET 2 to effectively develop the PAO program within Steilacoom’s JROTC program - Consider updating laptops with Adobe Suite for Yearbook students, particularly editors - Plan technology upgrades as the budget allows	- The Cadet PAO Officer continues to develop their team under the guidance of the SAI - Select two additional cadets to serve as assistant PAO officers - Ensure JROTC recruitment remains an integral part of the syllabus - JROTC cadets strive to uphold higher standards academically and socially, both on and off campus - Consider technology upgrades as the budget allows	- The PAO officer recommends a LET 2 cadet as their successor - Collaborate with the successor at the beginning of the second semester. - Ensure JROTC recruitment remains a consistent part of the syllabus - JROTC cadets make a unified effort to uphold higher standards academically and socially, both on and off campus - Consider technology upgrades as the budget allows
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	Grades and testing were used to measure performance. Career counseling and programs supporting non-traditional participation and completion were established and implemented	Grades and testing are used to measure performance. Career counseling, along with programs supporting non-traditional participation and completion, will be established and implemented	Grades and testing are used to measure performance. Career counseling, along with programs supporting non-traditional participation and completion, will be established and implemented	- Grades and testing are used to measure performance. Career counseling, along with programs supporting non-traditional participation and completion, will be established and implemented - Increase the number of students completing industry Recognized Credentials in Adobe
Safe Practices RCW 28A.700.010 (Criteria 6)	Each semester, students were trained in visual arts lab safety, clean-up procedures, and the safe handling of art supplies	- Each semester students are trained in the visual arts lab safety, clean up procedures, and safe handling of art supplies - Equipment purchases for safety as the budget allows	Each semester students are trained in the visual arts lab safety, clean up procedures, and safe handling of art supplies	Each semester students are trained in the visual arts lab safety, clean up procedures, and safe handling of art supplies
Facilities RCW 28A.700.010 (Criteria 7)	Relocated Art and Digital Photo Studio	Replace equipment to align with industry standards, prioritizing ADA accessibility, sinks, photo studio, kilns, lighting, cameras, and pug mill as funding allows	Replace equipment to align with industry standards, prioritizing ADA accessibility, sinks, photo studio, kilns, lighting, cameras, and pug mill as funding allows	Replace equipment to align with industry standards, prioritizing ADA accessibility, sinks, photo studio, kilns, lighting, cameras, and pug mill as funding allows



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Skilled & Technical Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Instructional Materials RCW 28A.700.010 (Criteria 8)	- All visual arts materials, such as sketchbooks, paper, canvases, paint, pencils, charcoal, ink, scissors, clay, ceramic tools, glaze, underglaze, markers, paint brushes, glue, tape, and rulers, were purchased - Google Classroom was used as the learning management system	- Purchase all necessary visual arts materials, including sketchbooks, paper, canvases, paint, pencils, charcoal, ink, scissors, clay, ceramic tools, glaze, underglaze, markers, paint brushes, glue, tape, and rulers - Research curriculum options to support student preparation for the Adobe Industry Recognized Certification	- Purchase all necessary visual arts materials, including sketchbooks, paper, canvases, paint, pencils, charcoal, ink, scissors, clay, ceramic tools, glaze, underglaze, markers, paint brushes, glue, tape, and rulers - Use Industry Recognized Certification curriculum to help students earn IRCs - Consider transitioning the yearbook to InDesign from a web-based program, with new technology to support the change as the budget allows	Purchase all necessary visual arts materials, including sketchbooks, paper, canvases, paint, pencils, charcoal, ink, scissors, clay, ceramic tools, glaze, underglaze, markers, paint brushes, glue, tape, and rulers
Leadership and Employability RCW 28A.700.010 (Criteria 9)	- The Art CTSO met weekly, volunteered at community events, and participated in local, regional, and national competitions - The Publication/Media CTSO met weekly, held late-night sessions monthly, and met in-class for Yearbook - The Publication CTSO attended the National JEA conference	- The Art CTSO meets weekly, volunteers at community events, and participates in local, regional, and national competitions - The Publication/Media CTSO meets weekly, holds monthly late-night sessions, and meets in-class for Yearbook - The Publication CTSO plans to attend the annual state WJEA conference	- The Art CTSO meets weekly, volunteers at community events, and participates in local, regional, and national competitions - The Publication/Media CTSO meets weekly, holds monthly late-night sessions, and meets in-class for Yearbook - The Publication CTSO plans to attend the annual state WJEA conference	- The Art CTSO meets weekly, volunteers at community events, and participates in local, regional, and national competitions - The Publication/Media CTSO meets weekly, holds monthly late-night sessions, and meets in-class for Yearbook - Plan to secure funding for the Publication/Media CTSO's attendance at next year's National JEA conference - The Publication CTSO will attend the annual state WJEA conference
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	Upgraded program to better reflect current real-world art careers	Perform sink and plumbing repairs and upgrades as needed, including installing ADA-accessible fixtures and necessary components to prevent overflow and clogging, as the budget allows	- Replace art equipment and upgrade art facilities as the budget allows - Update Yearbook equipment to align with industry standards as funding permits	- Acquire equipment to support clay reuse as the budget allows. - Consider updating photo and video equipment to current industry standards as funding permits
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	An advisory committee was established and provided regular input. The committee was consulted for ideas on funding industry-standard equipment	An established advisory committee provides regular input and is consulted for ideas on funding industry-standard equipment	An established advisory committee provides regular input and is consulted for ideas on funding industry-standard equipment	An established advisory committee provides regular input and is consulted for ideas on funding industry-standard equipment

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Steilacoom Historical School District Career and Technical Education Four Year Plan



Skilled & Technical Sciences CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	Counselors guided students in completion or concentration on a career cluster or pathway	Counselors guide students in completion or concentration on a career cluster or pathway	Counselors guide students in completion or concentration on a career cluster or pathway	Counselors guide students in completion or concentration on a career cluster or pathway
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensured that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester
Career Guidance RCW 28A.700.010(3) (Criteria 14)	Beyond classroom instruction, counselors guided students in completing or concentrating on a career cluster or pathway. They also continued to support students in exploring post-high school options such as art school, trade school, and college	Beyond classroom instruction, counselors guide students in completing or concentrating on a career cluster or pathway. They also continue to support students in exploring post-high school options such as art school, trade school, and college	Utilize the CTE program manager to offer career guidance for students	Utilize the CTE program manager to offer career guidance for students



Steilacoom Historical School District
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Skilled & Technical Sciences CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	Completed winter/spring	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	The CTE budget funded CTSOs and professional memberships. It also supported participation in professional development opportunities, including conferences, conventions, student competitions, and industry visits. AP certification was maintained. Individual programs participated in relevant regional and state professional development events	The CTE budget supports CTSOs and professional memberships and funds participation in professional development opportunities, including conferences, conventions, student competitions, and industry visits. AP certification is maintained. Individual programs participate in relevant regional and state professional development events	The CTE budget supports CTSOs and professional memberships and funds participation in professional development opportunities, including conferences, conventions, student competitions, and industry visits. AP certification is maintained. Individual programs participate in relevant regional and state professional development events	The CTE budget supports CTSOs and professional memberships and funds participation in professional development opportunities, including conferences, conventions, student competitions, and industry visits. AP certification is maintained. Individual programs participate in relevant regional and state professional development events



Steilacoom Historical School District
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STEM CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Educator Licensing WAC 181-77-014 (Criteria 1)	Reviewed current teacher certifications and developed individualized Professional Learning Plans for those holding conditional certificates	Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications	- Review current teacher certifications and design individual Professional Learning Plans for teachers who are currently on conditional certification - Begin implementation of PLPs for teachers on conditional certifications
Curriculum, Instruction, and Evaluation RCW 28A.700.010 (Criteria 2)	- Researched frameworks for upcoming engineering courses - Obtained access to the PLTW curriculum for Principles of Engineering - Discussed the curriculum with the Advisory Board and gathered feedback	- Research the framework for Aerospace Engineering course - Obtain access to PLTW curriculum for Aerospace Engineering - Discuss curriculum with the Advisory Board and gain feedback	- Reflect on the first wave of students who have gone through the STEM Pathway and make changes in the fall. - Discuss curriculum with the Advisory Board and gain feedback	- Discuss curriculum with the Advisory Board and gain feedback - Reflect on the effectiveness of PLTW and make necessary adjustments to the SHS STEM pathway.
Academic Integration RCW 28A.700.010(2)(a) (Criteria 3)	Created updated frameworks for state-approval for Principles of Engineering curriculum. state-approved frameworks, Advanced Placement curriculum, and dual credit articulation agreements	- Determine dual credit articulation for Principles of Engineering curriculum - Maintain compliance with the framework for Principles of Engineering - Create framework for state-approval for Aerospace Engineering curriculum	Review all courses and update a digital file system	Review all courses and update a digital file system
Student Access to Program RCW 28A.700.010 (Criteria 4)	- Brainstormed possible CTSOs for the STEM Pathway - Used SHS WIN time to gather data on student interest in STEM - Designated time to advertising STEM Pathway to students and describing the academic benefits of taking courses, emphasizing that the pathway is for all students	- Implement new CTSO - Advertise for the CTSO at Sentinel Day as well as at the beginning of the year during lunches - Designate time to advertising STEM Pathway to students and describing the academic benefits of taking courses, emphasizing that the pathway is for all students	- Continue CTSO - Find ways to have students use CTSO skills they've gained and apply them outside of SHSD (accreditations, competitions, public service, etc)	- Maintain a fully established, effectively managed CTSO - Continue developing opportunities for students to apply the skills they've gained through the CTSO in settings beyond SHSD, such as accreditations, competitions, and community service
Accountability RCW 28A.700.040(1)(c) (Criteria 5)	Increased the number of Advisory Committee members for the STEM pathway	- Increase the number of Advisory Committee members for the STEM pathway - Offer students opportunities to showcase their skills, knowledge, and experiences at Advisory Committee meetings	- Expand the STEM pathway Advisory Committee by increasing member participation - Offer students opportunities to showcase their skills, knowledge, and experiences at Advisory Committee meetings	- Establish a consistent group of committee members who regularly attend advisory meetings. - Encourage students to engage in meaningful conversations with committee members

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STEM CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
			Develop initiatives to engage the broader school community and raise awareness of the STEM pathway	
Safe Practices RCW 28A.700.010 (Criteria 6)	- Researched equipment for next year's courses and ensured all necessary PPE was purchased for safe use - Verified that spaces met OSHA regulations when equipment was in use	- Research equipment to be used in next year's courses and ensure all required PPE is purchased - Ensure that spaces conform to OSHA regulations during equipment use	- Maintain ongoing purchase of necessary safety equipment for courses - Ensure continued compliance with OSHA regulations	- Maintain ongoing purchase of necessary safety equipment for courses. - Ensure continued compliance with OSHA regulations
Facilities RCW 28A.700.010 (Criteria 7)	Used summer break to reorganize and create space for equipment needed for new courses and projects	- Develop a plan to secure space for Aerospace Design equipment, such as the wind tunnel - Propose relocating Engineering courses to a suitable new space. - Identify a dedicated area for CTSO equipment setup	Use experiences from the last two years to continue implementation of a plan to grow STEM program spaces.	Leverage experiences from the past three years to continue implementing a plan for expanding STEM program spaces
Instructional Materials RCW 28A.700.010 (Criteria 8)	Developed a purchase order list of necessary equipment and consumables for the upcoming school year	- Fully implement the online PLTW instructional materials and connection with Google Classroom - Update technology and equipment as budget allows	- Reflect on previous year's implementation of PLTW online materials - Update equipment and technology as budget allows	Continue collaborating with the Advisory Committee to identify program needs and make purchases that align the curriculum with current industry-standard equipment
Leadership and Employability RCW 28A.700.010 (Criteria 9)	Researched relevant accreditations available for students in the STEM pathway	- Identify the most suitable accreditation and secure funding to support student participation - Gather feedback from committee members on skills students need to develop within the program	- Maintain the current appropriate accreditation for students - Solicit feedback from committee members on the skills students need to further develop within the program	- Evaluate the relevance of the accreditation and make adjustments as needed - Gather feedback from committee members on student skills that require further development within the program
Long Range Planning RCW 28A.700.010(2)(b) (Criteria 10)	- Researched the major equipment required for each course and CTSO - Engaged committee members in discussions about what constitutes an effective classroom facility	Collaborate with the CTE Director and all relevant stakeholders to identify necessary facility changes to support program growth	- Expand the STEM pathway to include at least five sections - Ensure teachers receive proper preparation and training to successfully launch and sustain the future of the STEM program	- Maintain an active, well-managed CTSO - Provide a dedicated STEM workspace that meets building codes and OSHA regulations - Encourage active participation from community members in the STEM program

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STEM CTE Plan				
Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Advisory Committee RCW 28A.700.020(1) (Criteria 11)	Reviewed the 4-year plan and made necessary adjustments	- Engage the advisory committee in discussions about potential CTSO options - Explore facility needs and define the characteristics of an effective classroom space for the future	Maintain ongoing efforts to gather guidance on necessary skills, equipment, and opportunities	Maintain ongoing efforts to gather guidance on necessary skills, equipment, and opportunities
Program of Study RCW 28A.700.020(2)(a)(b) (Criteria 12)	Identified courses expected to be in high demand regionally in the near future	- Implement the updated PLTW curriculum for Principles of Engineering - Evaluate the relevance of PLTW courses in preparing students for high-demand careers	- Implement the updated PLTW curriculum for Aerospace Engineering - Evaluate the effectiveness of the PLTW courses in preparing students for careers in high-demand fields	Reflect on the relevance of PLTW courses and their effectiveness in preparing students for high-demand careers
Certification Work based Learning RCW 28A.700.060(2)(c)(d) (Criteria 13A, 13B)	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester	- Students participate in WBL opportunities through the state's Work-Based Learning guidance: 1-Career research and job interview/job shadow in course related area 2-Guest speaker series with assigned career mentors or structured field trip to related job site 3-School based enterprises 4-Placement/unpaid internship (minimum 20-hour experience) 5-Placement/paid internship 6-Apprenticeship preparation program/registered apprenticeship 7-Ownership/entrepreneurship 8-Health care clinical 9-Course related service-learning project - Ensure that every section of CTE offers at least 1 WBL opportunity each semester



Steilacoom Historical School District
Career and Technical Education
Four Year Plan



STEM CTE Plan

Quality Criteria	2024-2025	2025-2026	2026-2027	2027-2028
Career Guidance RCW 28A.700.010(3) (Criteria 14)	• Researched career exploration components and projects for all courses, including access to the College & Career Counselor, Post-Secondary Night, PCSC resources, dual credit opportunities, advisory committee connections, guest speakers, internships, and apprenticeships	• Implement Career exploration component/project for all courses. • Discuss College & Career Counselor access, Post-Secondary night, PCSC, • Engage in Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships	• Implement Career exploration component/project for all courses. • Discuss College & Career Counselor access, Post-Secondary night, PCSC, • Engage in Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships	• Implement Career exploration component/project for all courses. • Discuss College & Career Counselor access, Post-Secondary night, PCSC, • Engage in Dual Credit, Advisory Committee connections, guest speakers, internships, apprenticeships
Program Evaluation RCW 28A.700.020(1) (Criteria 15)	• Completed winter/spring	• Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	• Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan	• Complete the Program Evaluation and identify one to two growth areas to focus on that align with the program's four-year plan
Professional Development RCW 28A.700.005(4) (Criteria 16)	• Enrolled in PLTW Core Training for Principles of Engineering, with plans to complete the training in summer 2025	• Continue training with the Principles of Engineering cohort. • Attend engineering and aerospace conferences as the budget allows	• Attend engineering and aerospace conferences as the budget allows	• Attend engineering and aerospace conferences as the budget allows

Coversheet

Approval of 2026-2031 Capital Facilities Plan

Section:	VI. Old Business
Item:	A. Approval of 2026-2031 Capital Facilities Plan
Purpose:	Vote
Submitted by:	
Related Material:	2026-2031 Capital Facilities Plan.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: June 18, 2025

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☐ Connect
- ☒ Plan

BACKGROUND INFORMATION

The Draft Update of the 2026 Capital Facilities Plan was reviewed by the board meeting on May 21, 2025.

The plan was submitted and published by the Department of Ecology on May 2nd and the comments were due by May 30th. In addition, the district published notice as required in the Tacoma News Tribune as well as the Daily Journal of Commerce and invited comments.

No comments were received by the district during the SEPA review period. No other comments have been received to date.

The plan this year incorporates new studies on student generation rates and enrollment projections as well as updated impact fee calculations.

The Capital Facilities Plan is shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This plan will be adopted by reference as a part of the local jurisdiction's Comprehensive Plan for purposes of identifying whether school facilities are adequate to serve existing and proposed new development.

RECOMMENDED ACTION:

I move adoption of the District's updated Six Year Capital Facilities Plan.

Report prepared by:
Shae Emery, Director of Operations



The best education for every student.

STEILACOOM
Historical School District No. 1

CAPITAL FACILITIES PLAN

2026 - 2031

June 2025

**Steilacoom Historical School
District No. 1**

511 Chambers Street
Steilacoom, WA 98388
(253) 983-2200

Board of Directors

Patrick Lewis
Jennifer McDonald
Loujanna Rohrer
Samuel Scott
Melanie Tinsley

Dr. Kathi Weight, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

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STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BUILDING SITES

ADMINISTRATIVE OFFICE

511 CHAMBERS STREET

STEILACOOM, WA 98388

WEBSITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE

511 Chambers Street
Steilacoom, WA 98388

(253) 983-2200
(253) 584-7198 (fax)

Kathi Weight – Superintendent
Gwen Miller – Executive Asst. to Superintendent

CHERRYDALE PRIMARY SCHOOL

1201 Galloway
Steilacoom, WA 98388

(253) 983-2500
(253) 583-8478 (fax)

Christine Firth - Principal
Laura Johnson - Office Coordinator

CHLOE CLARK ELEMENTARY SCHOOL

1700 Palisades Blvd
DuPont, WA 98327

(253) 583-7100
(253) 964-0935 (fax)

Loretta Duncan - Principal
DeAnn Thysens- Office Coordinator

SALTAR'S POINT ELEMENTARY SCHOOL

908 Third Street
Steilacoom, WA 98388

(253) 983-2600
(253) 581-9083 (fax)

Alex Clauson - Principal
Barbara Giannetti– Office Coordinator

ANDERSON ISLAND ELEMENTARY SCHOOL

13005 Camus Road
Anderson Island, WA 98303

(253) 884-4901
(253) 884-7835 (fax)

Mike Miller - Principal
Dana Ballou - Secretary

PIONEER MIDDLE SCHOOL

1750 Bob's Hollow Lane
DuPont, WA 98327

(253) 583-7200
(253) 583-7292 (fax)

JoAnne Fernandes- Principal
Claudia Duenas - Office Coordinator

STEILACOOM HIGH SCHOOL

54 Sentinel Drive
Steilacoom, WA 98388

(253) 983-2300
(253) 983-2393 (fax)

Jake Tyrrell - Principal
Stefani James - Office Coordinator

Maintenance Center

1117 Diggs Street
Steilacoom, WA 98388

(253) 584-7241
(253) 582-5826 (fax)

Shae Emery, Director of Operations
Sheila Murphy, Department Specialist

TAB 1 INTRODUCTION

The Steilacoom Historical School District No. 1 (SHSD) has prepared this Capital Facilities Plan (CFP) to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years (2026-2031). The CFP is intended to be shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the 2026-2031 planning period;
- The new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, the school impact fee calculations based on the capacity projects necessary to address growth needs.

Residential development has historically preceded any school construction and has never progressed in an orderly and coordinated manner. Selection of school sites and the construction of schools have generally followed the construction of new homes. This historic process of school construction following residential growth has left a gap between available space and the student population. As a result, schools have commonly become overcrowded. Compounding the situation is the state's historic and consistent underfunding of the State Construction Assistance Program by using construction cost allocations and eligible area estimates that are far below normal and reasonable levels. In addition, the required time to acquire property, design facilities, acquire all necessary permits, and to construct facilities also contributes to overcrowded schools.

Relief for overcrowded schools has primarily come from local residents who have supported tax levies and bond issues. Voter approval of school levies and bond issues is becoming more difficult as other interests vie for property tax dollars. In addition, many existing residents are questioning the equity of having to pay the full costs of the educational facilities needed to serve new residents. In an effort to overcome the perceived inequity of property tax supported levies and bond issues, school districts have sought conditions upon development activity to provide a share of the local financial support needed for the construction of school facilities.

This Capital Facilities Plan is designed to support the use of school impact fees as provided for under the 1990 Growth Management Act. Therefore, this Plan consists of:

- An inventory of the existing schools, support facilities and properties owned by Steilacoom Historical School District No.1;
- An enrollment history and projection for the 2026-2031 time frame;
- An identification of the District's current "level of service" with respect to capital facilities;
- A forecast of the District's need for new construction, modernization, and new construction-in-lieu-of modernization; and
- A plan that will finance the proposed construction projects within projected funding capacities and clearly identify sources of public money for such purposes. The CFP is

designed to support school impact fees authorized by Pierce County, as implemented by Steilacoom Historical School District No. 1 and other municipalities that may collect school impact fees on behalf of the District.

In addition, the CFP will also provide a basis for mitigation under the State Environmental Protection Act (SEPA) or the State Subdivision Act.

DRAFT

TAB 1 DISTRICT STATEMENTS AND CORE VALUES

DISTRICT VISION STATEMENT

“The best education for every student.”

DISTRICT MISSION STATEMENT

The mission statement for the Steilacoom Historical School District No.1, in partnership with our communities, is to educate and prepare responsible citizens who can contribute and adapt in a changing world.

DISTRICT CORE VALUES

Academics

We commit to engage all students by using effective instructional practices, challenging students to reach their fullest potential.

Collaboration

We practice purposeful, professional, student-centered collaboration.

Climate

We ensure a positive, respectful and safe learning climate, responsive to students' individual needs.

Integrity

We commit to act with honesty and integrity, respecting all diversities.

Community

We welcome and encourage family and community involvement, where each member of the school community is a valued partner.

Accountability

We, the SHSD learning community, share in the responsibility for attaining academic and fiscal goals by providing educators with the necessary tools and resources for success.

TAB II LOCATION AND DESCRIPTION OF SCHOOL FACILITIES

The chart below lists and describes each school facility site within the District. This represents the most accurate inventory of square footage (SF) for the individual facilities within the District as reviewed by District staff and included on the most recent OSPI ICOS Inventory. The numbers below do not include SF areas for portable buildings but do include covered outdoor play areas.

2025 Steilacoom Historical School District Facility Inventory			
School	Location	Grades	Square Footage
Anderson Island ES	Anderson Island	K-3 and pre-K	5,144
Cherrydale Primary	Steilacoom	K-3 and pre-K	42,083
Saltar's Point ES	Steilacoom	4-5 (all district)	55,235
Chloe Clark ES	DuPont	K-3 and pre-K	59,333
Pioneer Middle School	DuPont	6-8 (all district)	103,128
Steilacoom High School	Steilacoom	9-12 (all district)	133,374
Total Sites - 6		Total Square Footage	398,297

TAB II HISTORY OF FACILITIES

1. School District Building Data

<u>Date</u>	<u>Building</u>	<u>Cost</u>	<u>Location</u>
1851	Log Building	Unknown	Main & Commercial
1858	First Public School	\$450	Starling & Frederick
		Contributions/Partial Payment	
1892	Second Public School	\$10,000.00	Chambers & Sequash
1916-17	Third Public School	\$15,000.00	Chambers & Sequash
1952	All Purpose School	\$133,953.00	Chambers & Nisqually
1962	Cherrydale School	\$183,597.00	Galloway and C
1966	Cherrydale Addition	\$175,646.00	Galloway and C
1968	Pioneer Addition	\$405,422.00	Chambers & Nisqually
1969	Silver Beach Site	\$42,000.00	SOLD
1972	Saltar's Point School	\$605,860.00	Third & Beech
1976	Oakbrook Site	\$42,500.00	SOLD
	Consolidation with Anderson Island and DuPont School Districts		
1979	Acquisition of Laughbon Jr./Sr. High School; Anderson Island and Harriet Taylor schools		
1981	Steilacoom High School	\$12 million	Sentinel Drive
1986	District Office	\$100,000	Steilacoom, WA
2000	Chloe Clark Elementary	\$1.7 million	Palisade Boulevard
2006	Chloe Clark Elementary	\$6.0 million	DuPont, WA
	School Addition/Modernization		
2007	Anderson Island Elementary	\$951,460	Anderson Island, WA
	New Multipurpose Room		
2008	New Pioneer Middle School	\$34.0 million	DuPont, WA
2008-2009	Steilacoom HS Addition	\$27.0 million	Steilacoom, WA
	/Modernization		
2011	Pioneer Middle School	\$461,967	DuPont, WA
	Classroom Air Conditioning		
2012	Saltar's Point Modular	\$724,000	Steilacoom, WA
	Classrooms		
2015	Remodel of SHS Classrooms	\$710,972	Steilacoom, WA
2021	Maintenance Site Acquisition	\$700,000	Steilacoom, WA
2022	Maintenance Center		
	Addition	\$2.2 million	Steilacoom, WA
2022	Elementary #5 Site		
	Acquisition	\$4.8 million	DuPont, WA

2. Land/Parcel Holdings and Disposition

In 2010, the District purchased a 13.5-acre parcel (tax parcel identification No. 761500022) located immediately directly north of Steilacoom High School. In November 2013, the Board passed Resolution 810-11-13-13 to approve the surplus of a 3.77-acre portion of that site, and it remains for sale. It is the intent of the District to utilize a portion of this site for additional parking and athletic fields. The timing of this expansion is subject to the successful passage of a bond proposition.

In July 2022, the Board approved the purchase of a 10-acre elementary school site in the City of DuPont located on McNeil Street adjacent to Marshall Circle. The District intends to construct the next elementary school on this site. The timing of this expansion is subject to the successful passage of a bond proposition.

The District owns a 14.71-acre site located on Manchester Place within the City of DuPont. This 14.71-acre site in DuPont was intended to serve as the location for a planned new school. The Board declared this property surplus subsequent to the acquisition of the McNeil Street property in 2022. The 14.71-acre site is currently available for sale.

3. History of Capital Facility Planning and Construction

To meet increasing population and provide a sturdier building, the Town of Steilacoom approved in 1913 the construction of a new brick structure at the cost of \$15,000.

During the early part of the 1990's, about a dozen portable classrooms were placed to accommodate the growing enrollment at Cherrydale Primary School, Saltar's Point Elementary, and Pioneer Middle School. After the Town of Steilacoom placed a moratorium on the number of portables that could be sited, the District held public information meetings designed to inform residents about the critical situation. When the bond election was held in 1996 to approve general obligation bonds of \$38,000,000, voters rejected it. A second election, held in the following year was approved.

In 1997, voters approved by over 60%, a proposition for construction and improvements to the District's elementary schools and high school but rejected a second proposition to build a new middle school.

Instead, the old Steilacoom School serving as Pioneer Middle School underwent an extensive retro-fit to make the building earthquake safe. In addition, the cafeteria was remodeled and enlarged and the gymnasium floor was replaced. The results of that retro-fit were demonstrated during the February 28, 2001 earthquake. A portion of Proposition #1, or \$2,003,000, was designated for technology—computers, software and related equipment.

Following approval of the 1997 Capital Facilities Bond, plans were started for work on Cherrydale Primary School, Saltar's Point Elementary School, and Anderson Island Elementary

School. To accommodate school-age students in the DuPont community, ground was broken in fall 2000 for a new elementary school. Chloe Clark Elementary School was dedicated in August 2001 and 180 students were enrolled for the following school year.

On May 17, 2005, District voters approved Steilacoom Historical School District No. 1 to issue \$55.9 million dollars in general obligation bonds to finance a 6-year construction program. The District received approximately \$17.1 million dollars in state match dollars to assist in funding.

The 2005 bond projects included:

- Completing Phase II of Chloe Clark Elementary School
- Building a new middle school
- Building an addition to Steilacoom High School
- Modernizing the existing portion of Steilacoom High School
- Building a new multi-purpose room at Anderson Island Elementary School
- Completing other priority renovations/modernization projects

Bond sales were executed in two phases: June 2005, \$22 million dollars and July 2006, \$33.9 million dollars. The 2005 bond projects are complete.

The board passed in November 2012 Resolution 787-10-24-12 to approve the addition of a modular building containing two classrooms to be placed at Saltar's Point Elementary to accommodate enrollment growth. The two classrooms are now in place.

In 2008, the Board of Directors gave the Citizens Advisory Committee the task of exploring options regarding the buildings that make up the old Pioneer Middle School site. The Committee's recommendation included consolidation of all SHSD administrative offices into the 1918 building. The District converted the 1918 Building into an administrative building in August of 2014 which has enabled all of the District's administrative staff to be housed in one building.

In the fall of 2016, the Board of Directors discussed the development of a comprehensive facility improvement plan for the District. It adopted a community based process that included board presentations, listening sessions, and a community based committee. The committee provided a set of recommendations to the Board of Directors in October 2018 and finalized their recommendations in November of 2018. The committee recommendations included:

- Increasing facility capacity at each school level,
- Construction of a maintenance/transportation facility, and
- Special program spaces to meet the needs of students and the community.

In October 2022, the Board of Directors resolved to place a bond measure before voters in February 2023 that would have:

- Built an elementary school in DuPont, addressing capacity issues at all elementary schools within the district;
- Constructed an expanded performing arts center at the high school;
- Provided an additional athletic field and a covered stadium at the high school;

- Increased facility capacity at the middle and high school;
- Improved traffic safety and flow at all schools; and
- Addressed ongoing facility safety and security needs for students.

Voters narrowly defeated the bond measure in February 2023 and again in April 2023. The board intends to re-engage the community in a broad based process prior to placing another bond issue on the ballot. In November 2023, voters approved a capital and technology levy to address some of the more emergent capital needs that could be funded through a levy without a significant increase in the overall tax rate within the district.

4. Future Capital Facility Plans

The District's projected enrollment growth is anticipated to be greatest at the elementary level over the next six years. Elementary schools are also impacted by increased special education needs and other special programs. Modest growth is also expected at both the middle and high school.

A significant factor of the projected enrollment growth is directly related to additional planned housing in the Old Fort Lake Subarea in DuPont. A new development is in the planning process which includes up to 3,120 housing units. Developers have indicated that the housing units would be added over a period of 6 years, but the exact timing depends on a variety of external factors. Demographers and city staff have indicated that the complete development is more likely to occur over a 10 to 20-year period. Enrollment projections anticipate the housing additions over a 10-year period.

To meet these capacity needs, the Board envisions the need for another school for K-5 students in DuPont. If a new elementary school is not constructed, the District would need to add additional classrooms at Chloe Clark as an interim planning measure. In July 2022, the Board approved the purchase of a 10-acre elementary school site in the City of DuPont located on McNeil Street adjacent to Marshall Circle. The District intends to construct the next elementary school on this site. Discussions are underway with developers in the City of DuPont regarding additional school sites and other mitigation measures that may be required, which could impact the location of the next elementary school.

Subject to voter approval, the District intends to begin construction of this school during the six year planning period of this Capital Facilities Plan.

The District will also consider other alternatives to address enrollment growth including but not limited to adding modular classrooms at existing schools within the District.

TAB II PARCEL SUMMARY BY LOCATION

The following tab contains information on the District's current property holdings.

The list of parcels and approximate square feet data is from Pierce County Assessor-Treasurer online database files:

School/Facility/Parcel Description	Address City	Pierce County Tax ID parcel #	Approximate acreage	Notes
Steilacoom High School	54 Sentinel Steilacoom	7615000681	32.50	With two easements from DSHS. 13.50 acres were purchased north of the HS in late 2010
Pioneer Middle School	1750 Bob's Hollow Lane DuPont	0119263011	20.00	
Old Pioneer Middle School Site	511 Chambers Steilacoom	2305000600	3.26	Converted into administrative building in 2014
Saltar's Point Elementary School	908 3 rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Cherrydale Primary School	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011; parcel 0219052047 was sold in 2012
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Camas Rd Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office Annex	510 Chambers St Steilacoom	2305000651	0.20	
Vacant Undeveloped Parcel	Sentinel Drive Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Manchester Place DuPont	3001000010-3001000050	14.71	Purchased in 2012 Surplused and under contract
Vacant Undeveloped Parcel	McNeil Street DuPont	0119341006	10.0	Purchased in 2022
Maintenance Facility	Diggs St, Steilacoom		3.7	Purchased in 2021

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

Steilacoom Historical School District No. 1 has reviewed historical demographic trends and actual enrollments. The combined student population from the Town of Steilacoom, the City of DuPont, and Pierce County is expected to result in an overall increase in student enrollment due to increased residential growth within these communities.

Using in-school building headcount enrollment figures, the District's elementary school enrollment (grades K-5) grew from 966 students in 2003 to 1,243 students in 2024. During that same period, grades 6-8 student enrollment grew from 529 students to 764 students. Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 903 students in 2024.

The District implemented the following grade configuration model to address actual and projected growth of the elementary school student population:

- | | |
|---------------------------------------|--|
| a. Anderson Island Elementary School: | Grades Pre-K-3 rd |
| b. Cherrydale Primary School: | Grades Pre-K to 3 rd |
| c. Chloe Clark Elementary School: | Grades Pre-K to 3 rd |
| d. Saltar's Point Elementary School: | Grades 4 th to 5 th |
| e. Pioneer Middle School: | Grades 6 th to 8 th |
| f. Steilacoom High School: | Grades 9 th to 12 th |

This grade configuration model may change once a new elementary school is operational to allow elementary students in DuPont to be served within DuPont.

2. ENROLLMENT AND PROJECTIONS

The Washington State Superintendent of Public Instruction (OSPI) provides enrollment projections based on the "Cohort Survival" method. This method of enrollment projection uses historic patterns of student progression by grade level to measure the portion of students moving from one grade level up to the next cohort or grade. This ratio or survival rate is used in conjunction with current birth rates as a base for statewide enrollment projections. The OSPI system is useful, but has obvious inadequacies in representing the unique growth conditions of individual school districts. Historically, OSPI projections in growing school districts tend to underestimate the actual student enrollment growth. Furthermore, the OSPI projections do not wholly anticipate new students from new development within the District. As such, the OSPI projections are considered conservative.

School enrollment growth and distribution over the next six years in the Steilacoom Historical School District will be influenced by several factors. A primary factor will be overall population growth in the District, which is influenced significantly by the availability of affordable housing and also by residential development within the Old Fort Lake Subarea.

The District engaged an outside demographer to conduct a demographic study for the 2026-2031 Capital Facilities Plan update. This demographic study used a modified cohort survival model with adjustments for new housing. There were several alternative forecasts provided and the District is relying on the demographer's preferred forecast in the report. The preferred forecast is based on birth counts, birth forecasts, grade level enrollment trends, and assumptions about the number of students likely to be added from new home construction over time. For purposes of the modified cohort survival projection, the demographer's preferred forecast uses a six-year average of continuing grades to balance the cohort projections between periods of decline and increase.

The housing component of the forecast assumes that the District will see a substantial number of new housing units added over the next decade. Most of this is related to a project in the Old Fort Lake Subarea in the City of DuPont – which alone is expected to add about 3,000 units between 2026 and 2035.

In Steilacoom, a new masterplan community is expected to add residential units within the Cherrydale attendance area. The types of residential units and timeline for construction has not been finalized.

The following tables provide the District's historical enrollment data and the projections by grade level through the 2030-31 school year.

HISTORICAL STUDENT ENROLLMENT 2008-2023
ACTUAL HEADCOUNT ENROLLMENTS ON OCTOBER 1st*

GRADES	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
K**	224	206	217	244	255	212	237	233	247	238	248	199	233	216	175	173
1 st Grade	232	224	223	231	234	256	223	263	242	245	269	238	226	248	219	179
2 nd Grade	238	240	255	234	214	229	271	215	256	237	261	253	244	226	225	220
3 rd Grade	211	241	242	249	227	207	243	267	220	258	248	236	258	230	223	232
4 th Grade	226	214	257	263	238	196	206	219	264	226	248	228	232	252	218	226
5 th Grade	219	234	244	246	264	252	208	216	228	262	223	221	232	233	240	213
6 th Grade	240	221	253	241	265	268	269	247	239	239	299	230	239	225	256	263
7 th Grade	242	227	238	261	236	247	277	280	242	249	247	273	236	255	243	247
8 th Grade	203	227	248	230	266	228	253	280	277	231	261	242	272	240	245	254
9 th Grade	232	205	242	226	224	247	231	255	278	291	232	240	240	263	237	245
10 th Grade	210	223	201	225	221	217	258	231	262	268	298	222	245	236	268	232
11 th Grade	187	219	223	204	226	212	215	238	173	231	251	245	194	231	208	247
12 th Grade	160	159	179	189	190	208	200	196	190	162	193	218	219	178	199	179
Total Enrollment	2,824	2,840	3,022	3,043	3,060	2,979	3,091	3,140	3,118	3,137	3,278	3,045	3,068	3,033	2,956	2,910

*Reflects in-person instruction only except for 2020 COVID 19 Remote Learning enrollment.

**Earlier years converted to full-day K for purposes of comparison with enrollment projections.

ENROLLMENT HEADCOUNT BY GRADE SPAN

Enrollment by Grade Span	Oct. 2023	Oct. 2024	Projected Enrollment Oct 2025	Projected Enrollment Oct 2026	Projected Enrollment Oct 2027	Projected Enrollment Oct 2028	Projected Enrollment Oct 2029	Projected Enrollment Oct 2030	Projected Enrollment Oct 2031
Elementary (K-5)	1,300	1,243	1,208	1,216	1,258	1,296	1,360	1,432	1,478
Middle School (6-8)	744	764	744	749	748	774	751	741	750
High School (9-12)	912	903	921	910	964	975	986	1,013	1,015
TOTAL	2,956	2,910	2,874	2,875	2,971	3,045	3,098	3,185	3,243

Source: Demographic Trends and Enrollment Projections, William L Kendrick PHD, Page 52

TAB IV LEVEL OF SERVICE

1. INTRODUCTION

The Growth Management Act (GMA) requires that school districts provide “level of service” or “school capacity” data as a component of their Capital Facilities Plan (CFP). The GMA was developed, in part, to help ensure public services, including schools, necessary to support development will be adequate to serve said development at the time the development is available for occupancy and use, without decreasing current service levels below locally established minimum standards. In other words, each public service needs to clearly define their service level so that service level can be maintained in the face of new development.

2. DEFINITION

The “level of service” is based on the number of classrooms available at each school and the desired average class load. Inherent in the level of service are the types and amounts of space required to accommodate the District’s adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimal facility size, class size, educational program offerings, as well as classroom utilization and scheduling requirements.

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. For example, State requirements related to full day kindergarten and reduced class sizes impact the level of service. In addition, traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education – resource and self-contained, special education 18-21-year-old transitional program, Multi-Language Learner (MLL), Title I, Learning Assistance Program (LAP), music education, highly capable, special education preschool, computer labs, career and technical education, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. For example, the District currently has approximately 488 students (approximately 16% of its total student population) participating in Special Education Programs.

Variations in student capacity between schools often result in special or non-traditional programs offered at specific schools. These special programs require classroom space, which can reduce the permanent capacity of some of the buildings housing these programs. Some students, for example, leave their regular classroom for a short period of time to receive instruction in these special programs. Newer schools within the District have been designed to accommodate many of these programs. However, older schools often require space modifications to accommodate special programs, and in some circumstances, these modifications may reduce the overall classroom capacities of the buildings.

District educational program standards will undoubtedly change in the future as a result of changes in special programs, class sizes, grade span configurations, use of new technology, and other physical aspects of the school facilities. The school space inventory will be reviewed

periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District does not consider portables as being ideal instructional space for students and/or staff members. By design, portable classrooms separate their occupants from the rest of a school's student body and/or staff members. In addition, the increased enrollments that portables afford may exceed the optimal size of the "core" facilities of the permanent building(s); such spaces as the gymnasium, the library, the restrooms, the main office, and the food service facilities.

3. SUMMARY

The Growth Management Act (GMA) requires that school districts provide "level of service" or "school capacity" data to support requests for impact fees from residential developers. With respect to public schools, the "level of service" is a quantifiable measure of the capacity available to support the instruction of students.

Steilacoom Historical School District No. 1 has elected to define its "level of service" in terms of each student's share of the District's permanent school facilities, with reference to the District's standard for average class load and identification of classrooms available for regular instruction. The level of service (LOS) is dictated by the amount of space required to accommodate the District's adopted educational program. The LOS will change as the District changes its educational program and it must be reviewed and modified periodically.

Steilacoom Historical School District No. 1 has adopted an organization that houses kindergarten through fifth grade in elementary schools, sixth through eighth grade in middle school, and ninth through twelfth grade in high school.

The District has adopted a traditional calendar beginning in late August or early September (prior to Labor Day) and ending in mid-June, and a traditional daily schedule with academic classes beginning in the early morning (between 7:35 a.m. and 9:05 a.m.) and ending 6.5 hours after the start time. Although the District continues to study alternate organizations, calendars, and schedules, the District believes the adopted organization is educationally sound and reflects community values.

The District's educational program includes individual and small group work, as well as full class activities. Portable classrooms, which are neither intended for nor function as long term educational space, are excluded from the level of service calculation. Portables are considered adequate only for supplemental programs and interim housing.

The capacity for each facility is established by multiplying the regular classrooms available by the District's standard for average class load (the "Standard of Service"). Spaces used for special program needs are excluded from the definition of regular classrooms. Core facilities and special use facilities are compared to classroom capacity to confirm that facility capacity is not limited by limitations in core facilities.

The District's adopted Standard of Service is as follows:

	Standard of Service
High School	25 students/classroom
Middle School	25 students/classroom
Elementary	20 students/classroom

Using the Standard of Service and updated information regarding classroom utilization, the District's current facility capacity, current enrollment, and projected facility need, is as follows:

Facility	Area (SF)	Teaching Stations**	Existing Capacity (Based on Service Standards)	Actual October 2024 Enrollment	Projected Oct 2030 Enrollment
Steilacoom High School	133,374	41	1,025	903	1,013
Pioneer Middle School	103,128	31	775	764	741
Mainland Elementary Schools*	156,651	60	1200	1,229	1,432
Anderson Island Elementary	11,366	2	40	14	16
Total Elementary	168,017	62	1,220	1,243	1,432
Total Secondary	236,502	72	1,800	1,667	1,754

*Does not include modular classroom capacity.

**Regular classroom use only.

School District Cost Per Student*

Each year, Steilacoom Historical School District provides to Pierce County the costs expended per student as an update to the Capital Facilities Plan. Building and equipment costs at each educational facility are rounded up and reflect the District's capital improvement campaign costs as completed in 2010.

School Facility	Building Costs	Equipment Costs	Total Costs
Anderson Island Elementary School	\$ 946,000	\$ 50,000	\$ 996,000
Cherrydale Primary School	\$ 9,457,000	\$ 400,000	\$ 9,857,000
Chloe Clark Elementary School	\$ 9,727,000	\$ 450,000	\$10,177,000
Saltar's Point Elementary School	\$ 6,765,000	\$ 350,000	\$ 7,115,000
Pioneer Middle School	\$34,244,000	\$1,800,000	\$36,044,000
Steilacoom High School	\$30,597,000	\$ 630,000	\$31,227,000

The current cost per student based upon capacity enrollment figures is as follows:

Elementary Student	\$22,698
Middle School Student	\$44,186
High School Student	\$30,465

*Information as required by Pierce County. Reflects cost per student based on project costs and capacity identified at the time of construction of the relevant facilities. Does not reflect cost per student based upon updated facility construction costs and use.

TAB V THE DISTRICT'S CONSTRUCTION PLAN**1. INTRODUCTION**

From district to district, it is common to find variations in the grade level configurations, class size requirements and instructional programs depending upon a local community's educational philosophy and the needs of the students to be served. Such variations between districts do impact the design and the cost of newly constructed school facilities.

In 2022, the district began a planning process with a capital facilities advisory committee made up of community members, staff, and district officials. The purpose of the committee was:

- Establish a long-term Capital Projects Plan
- Recommend short- and long-term solutions related to the District's deferred maintenance, educational adequacy of schools, safety and security, future plans and use of district property; and
- Consider a future capital bond and capital levy proposition.

The Capital Facilities Advisory Committee was presented data to study and evaluate the overall condition of district facilities to identify and prioritize potential facility modifications, replacements, additions and/or closures to best enhance student achievement opportunities, and support the ongoing economic development and a healthy community. This data included:

- Facility Condition Assessment - Deferred Maintenance;
- Educational Standards;
- Safety and Security Standards;
- Technology;
- School Capacity;
- Enrollment;
- Demographics; and
- Financial Data.

Based on the information reviewed, the committee recommended the District consider a Capital Projects Levy proposition be placed before voters in late 2025 to address emergent needs. The committee also recommended the district wait until at least 2028 before placing a bond issue before voters.

2. THE NEW CONSTRUCTION PROGRAM

The ability to move forward on the construction of any new school facility in the Steilacoom Historical School District is dependent on many factors. First, the District needs to have local funding available to pay for the cost of new school facilities. Normally, school districts secure the majority of their local funds through the sale of general obligation bonds, as approved by the qualified voters of their districts. The authority to issue and sell such bonds rests in the Constitution and laws of the State of Washington, including RCW 28A.530.010 and RCW 84.52.056.

The State of Washington has set forth recommended site size standards, as defined in WAC 392-342-020. Specifically, for an elementary school, the minimum standard is five (5) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. For junior and senior high schools, the minimum standard is ten (10) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. These recommended acreages provide space for the school building(s) and the appropriate support facilities such as play fields, athletic facilities and parking.

Of particular importance to Steilacoom Historical School District No. 1, is the eligibility for State School Construction Assistance. Such State assistance is used along with local funds to pay for the cost of new school facilities. However, State monies cannot be used to purchase school sites, to make off-site improvements and/or fund those specific items spoken to in WAC 392-343-120. The formula for determining the exact amount of State funding assistance a district can receive is set forth in WAC 392-343-020.

To address capacity needs, the District plans to construct a new elementary school in the City of DuPont. The District has completed the conceptual design stage for this school but the District's voters will need to approve a bond measure to fund the construction of this school.

3. SUMMARY

To accommodate enrollment growth, Steilacoom Historical School District No. 1 completed the 2005 Capital Improvement Program which benefitted four schools. The completion of Phases II and III to Chloe Clark Elementary School resulted in a student capacity increase from the original 175 student capacity. The 2,865 square foot multipurpose building at Anderson Island Elementary was added to accommodate up to 40 students. Pioneer Middle School, which can hold 775 students, opened in August 2008. The addition and modernization of the existing Steilacoom High School was completed in 2009. Steilacoom High School can now hold 1,025 students.

Currently, Elementary Schools on the mainland are over capacity based on Service Standards (see page 22).

To address projected long term growth in the District, the District plans to construct a new elementary school in DuPont within the six year planning period of this Capital Facilities Plan. The District may also add portable facilities as needed to provide interim capacity for elementary grades.

TAB VI THE DISTRICT'S FINANCE PLAN

1. INTRODUCTION

The Steilacoom Historical School District No. 1 clearly recognizes the long-term value of capital facilities planning. The execution of the 2005 Capital Improvement Program, discussed earlier in this report, helped address the District's need for permanent facilities to accommodate students from new housing developments.

The District's long-planned modernization of its older facilities (Cherrydale, Saltar's Point, and Anderson Island Elementary Schools), construction of a future elementary school in DuPont, and the addition of modular classrooms is dependent on a means of financing modernization or new construction. The costs associated with new construction and modernization identified in the District's Construction Plan and anticipated state and local funding are presented in Tab 5. The District uses an impact fee methodology that is based upon the Pierce County school impact fee ordinance.

In this Capital Facilities Plan, based on current enrollment projections and the need to construct a new school to meet capacity needs related to growth, the District is requesting school impact fees.

The District's Funding Plan identifies the specific funding sources, amounts of funding, and the unique relationships that exist between funding sources for the projects spelled out in the District's Comprehensive Plan.

2. COST FACTORS

Factors: A number of factors influence the total cost and, specifically, the local share of any new school construction project. The major factors that impact the cost of new school construction are as follows:

1. The per acre cost of school sites will vary considerably from district to district. In general, the more urban the district tends to be, the costlier the school sites.
2. The acreage of available property and the use ability of acreage will not always match the preferred school site sizes.
3. The proximity of needed utilities (i.e., water, sewer, electricity, etc.) and roadways to a new school site are oftentimes a significant cost variable.
4. The nature of the instructional programs housed in school facilities drastically impact the cost of those facilities. The square foot cost of senior high schools is almost always higher than elementary and middle schools. The square footage costs of middle schools are usually higher than elementary schools. Specialized facilities for Vocational and Special Education programs can also increase construction costs.

5. The posture of the local governmental planning agencies (i.e., City or County) will affect such items as off-site street improvements, landscaping, street signaling, and signage, etc.
6. The “bidding climate” at the time a new school project comes on line is terribly important. Normally, the less construction work available the more competitive the general contractors become and vice-versa.
7. The experiences and competence of the lowest bidding and general contractor and their major subcontractors can also impact the final cost of any new school project.
8. The State’s “funding assistance percentage”, as determined in accordance with the formula set forth in RCW 28A.525.166, establishes the relationship between the local and state funding of any new school construction project.
9. The enrollment projection provisions of the State’s “space allocations” determine just how much area of a new school facility will be eligible for State School Construction Funding Assistance. Building a new school (i.e., elementary, middle, senior high) without full “unhoused” eligibility increases the amount of local funds that have to go into a project.
10. The State funding assistance formula also impacts the level of state financial assistance. See WAC 392-343-060.

Site Acquisition: The first major expense of any new school construction project is the cost to purchase the site. Property acquisition cannot be funded with State School Construction Funding Assistance. Land costs are strictly a local school district expense.

In addition to the location, site size and availability to utilities, other factors can also impact the cost of school sites. For example, the general condition of the real estate market, zoning and the overall construction suitability of a site do influence the price.

Construction Estimates: The second major expense of any new school construction project is the cost of actually developing the site and constructing the buildings(s). Such costs include payment for planning, designing, engineering, constructing, furnishing, and equipping new school facilities. In addition, at times, new portable classrooms are purchased and sited at new schools and/or existing portable classrooms are moved to new school sites.

3. FUNDING SOURCES

School districts utilize budgets consisting of a number of discrete funds. However, for the most part, the capital needs of any school system are addressed with the Capital Projects Fund and the Debt Service Fund.

1. The Capital Projects fund is used for purposes such as: (a) to finance the purchase and development of school sites; (b) the construction of new facilities and the modernization of existing facilities; and (c) the purchase of initial equipment, library books and textbooks for new facilities. Revenues accruing to the Capital Project Fund come primarily from bond sale proceeds, capital levy collections, and state matching funds. However, Revenues from the General Fund, the sale of property and contributions can also be accrued to the Capital Projects Fund. School impact fees and mitigation fees are maintained in segregated accounts.
2. The Debt Service Fund is used as a mechanism to pay for bonds. When a bond issue passes, a school district sells bonds that have a face value and an interest rate. Local property taxes are adjusted to provide the funds necessary to meet the approved periodic payments on sold bonds. The proceeds from the taxes collected for this purpose are deposited in the Debt Service Fund and drawn out for payments at the appropriate times.

As noted earlier, school districts receive funds for capital program purposes from a variety of sources. Those sources are described as follows:

Bonds: Bonds are financial instruments having a face value and an interest rate, which is determined at the time and by the conditions of their sale. Bonds are backed by the “full faith and credit” of the issuing school district and may be paid from proceeds derived from a specific increase in the property taxes for that purpose. The increase in the taxes results in an “excess levy” of taxes beyond the constitutional limit, so the bonds must be approved by a vote of the people in the jurisdiction and may not exceed five (5) percent of the assessed value of the property within that jurisdiction at the time of issuance. Bonds are multi-year financial instruments, generally issued for 10-20 years. Because of their long-lasting impact, they require both an extraordinary plurality of votes and a specific minimum number of voters for validation. The positive votes must equal or exceed 60 percent of the total number of voters in the school district who cast ballots in the last general election.

Proceeds from bond sales are limited by bond covenants and must be used for the purpose(s) for which the bonds are issued. They cannot be converted to a non-capital or operating purpose. The life of the improvement resulting from the bonds must meet or exceed the term of the bonds themselves.

Capital Levies: Capital Levies differ from bonds in that they do not result in the issuance of a financial instrument and, therefore, do not affect the “bonded indebtedness” of a school district. This method of financing is a straight increase in property tax rates to produce a voter-approved dollar amount. The amount generated from the capital levy is then available to a

district in the approved year. The actual levy rate itself is determined by dividing the number of dollars approved by the assessed valuation of the total district at the time the taxes are set by the County Council. While a typical period for capital levies is one or two years, they can be approved for up to a six-year period at one election. The amounts to be collected are identified for each year separately and the tax rates set for each individual year. Like bond issues, capital levies must be used for the specific capital purpose(s) that they were passed. They cannot be converted to a non-capital or operating purpose.

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), has determined that Steilacoom School District's 2025 funding assistance ratio is 51.03% for those expenses that are defined as eligible for state funding assistance. However, the District's planned elementary school capacity project in this six-year plan is not anticipated to qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation. The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2024 is \$375.00 per square foot.

The formula for determining the amount of state matching support can be expressed as $A \times B \times C = D$, where

- A= eligible area (determined by OSPI's student square footage allowances)
- B= The Construction Cost Allocation (in dollars per square foot)
- C= A school district's applicable state funding assistance rate
- D= the amount of state fiscal assistance to which a district will be entitled. Qualification for state matching funds involves an application process. Districts may submit information for consideration by the State Board of Education, which meets once every two months during the year. Once approved, the district qualifies for matching funds in a sequence, which recognizes the existing approvals of previous submittals. Failure of a school district to proceed with a project in a timely manner can result in loss of a district's "place in line".

New construction projects are eligible for a state reimbursement at 100% of the Construction Cost Allocation for matchable construction costs. In addition, state statute provides that modernization of new-in-lieu-of replacement projects are eligible for state reimbursement at 100% of the Construction Cost Allocation.

Funds for the state match come from the Common School Construction Fund using revenues accruing predominantly from the sale of renewable resources, primarily timber, from state school lands being set aside by the Enabling Act of 1889. If these sources are insufficient to meet current needs, the legislature can appropriate additional funds or the Superintendent of Public Instruction can prioritize projects for funding.

As noted in WAC 392-343-057, in the event that state matching monies are not available to fund a specific school project, then school districts may proceed at their own financial risk. At such time state monies do become available, reimbursement will be made to the district for the state's share of said project.

The District is currently not eligible for state reimbursement for new construction.

Impact Fees: According to RCW 82.02.050, the definition of an impact fee is *"... a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. "Impact fee" does not include a reasonable permit or application fee."*

Impact Fees can be collected where a District demonstrates an "un-housed student need" as determined by applying the district's level of service to projected growth from new residential development. The amounts to be charged are calculated based on the costs for providing the space for the projected number of students in each residential unit.

The District determines the cost per unit by using a student generation rate. The Pierce County School Impact Fee Ordinance, Table 4A-1 of Chapter 4A.30 of the Pierce County Code, identifies the school impact fee formula and defines the "Student Factor" as follows:

"Student Factor" is the number derived by a School District to describe how many students of each grade span are expected to be generated by development activity. Student factors shall be based on District records of average actual student generated rates for new developments constructed over a period of not more than five years prior to the date of the fee calculation; provided that, if such information is not available in the District or if there are no developments in the District similar to that being proposed, the District may use data from districts with similar demographics, or, if no other data sources are reasonably available, county-wide averages.

For purposes of this year's CFP, the District is relying on a 2025 student generation rate study prepared by an independent consultant. The District has, in previous updates to its Capital Facilities Plan, used student factors from nearby school districts where the sample size of development within the District has not been adequate to produce a reliable District-specific student factor. The District will revisit student generation rates in future updates to the Capital Facilities Plan.

The Student Factors are as follows:

Single Family Dwelling Units:

Elementary – K through 5:	.091
Middle School – 6 through 8:	.068
High School – 9 through 12:	.059

Total: .219

Townhouse Units:

Elementary – K through 5:	.370
Middle School – 6 through 8:	.093
High School – 9 through 12:	.111

Total: .574

Multi-Family Dwelling Units:

Elementary – K through 5:	.100
Middle School – 6 through 8:	.038
High School – 9 through 12:	.036

Total: .174

Source: William Kendrick PHD (2025 study on file with District).

For impact fees, the District's Board of Directors must first adopt a Capital Facilities Plan with recommended fees and then, the towns, cities, and counties located within the District boundaries must then adopt a school impact fee ordinance and adopt or update the District's recommended fee. Within the Steilacoom Historical School District, those general government jurisdictions include the Town of Steilacoom, the City of DuPont and Pierce County.

Furthermore, developers may contribute properties which will have value to a district. In such cases, the developer is entitled to a credit for the actual cost of the provided property. This credit can reduce or eliminate the mitigation or impact fee that would be chargeable under the mitigation/impact fee calculation.

The District collects school impact fees from new residential development in unincorporated Pierce County, the Town of Steilacoom, and the City of DuPont. The District is not requesting school impact fees from residential units with fewer than 2 bedrooms, and accessory dwelling units (ADU) until such time that data becomes available to reasonably calculate the specific impact from those units. The District also does not intend that school impact fees be collected from residential units in communities that are restricted to ages 55 and over as these units typically do not generate students to the school system.

The Pierce County school impact fee ordinance requires that the calculated fee be discounted by 50% and, in addition, artificially caps fees and updates the capped fee each year based upon an escalation factor.

District impact fees are calculated for Single Family Units, Townhouses, and a composite rate for Multi-Family Residential Units using the data provided on Enclosure 1 of this plan. The Board of Directors has determined that the impact fee assessed for each townhouse unit will receive a discretionary adjustment to limit the fee to be no greater than the calculated fee for Single Family Units. This adjustment is being made until such time as the number of units increases or the data becomes less volatile. The board retains the right to eliminate this discretionary adjustment in future plan updates.

The Town of Steilacoom and City of DuPont generally use the District's recommended fee as a basis for the fee amount.

As noted above, the District utilized an independent consultant to research the student generation rate specific to the District in 2025. The District will make decisions regarding any future adjustment to the impact fee as the CFP is updated annually.

Enclosures 1 through 2 to this tab include the District's 2025 impact fee calculations and data for use in 2026.

5. THE DISTRICT FUNDING PLAN

The District's Funding Plan is designed to identify the specific funding resources, the amounts of funding needed and the unique relationships that exist between funding sources for each of the capital projects set forth in the District's Construction Plan. The District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the new elementary school will cost approximately \$60,000,000. The District's voters will need to approve a bond measure to fund construction of the new school. Impact fee revenue will also be used to fund the planning and construction of any new school or additions to existing schools identified as growth related projects. Impact fees may also be used to fund portable facilities needed for interim growth-related capacity.

The District's excess assessed value used to calculate the bond rate is \$5,630,618,206 for the 2025 levy year.

Other minor sources of funding include grants, bequests, and proceeds from the sales of excess property. They are usually a small part of the total financing package.

Steilacoom Historical School District Six Year Capital Facilities Plan (Assumes Capital Levy, Bond Passage and Property Sale)							
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	6 Year Totals
New Elementary School	\$ -	\$ -	\$ -	\$ -	\$2,000,000	\$58,000,000	\$60,000,000
High School Stadium Project						\$9,000,000	\$9,000,000
Performing Arts Center						\$8,100,000	\$8,100,000
JROTC Program						\$2,000,000	\$2,000,000
Saltar's Point Gym addition					\$7,000,000		\$7,000,000
High School Gym Addition				\$7,000,000			\$7,000,000
Anderson Island Site Improvements			\$22,500				
Anderson Island Building Maintenance	\$35,000			\$20,000			
Cherrydale Site Improvements		\$3,500	\$100,000				
Cherrydale Building Maintenance	\$220,000	\$15,000		\$600,000			
Chloe Clark Site Improvements			\$30,000				
Chloe Clark Building Maintenance	\$1,450,000			\$100,000	\$500,000		
Pioneer Site Improvements		\$5,500	\$10,000		\$50,000		
Pioneer Building Maintenance	\$300,000			\$60,000			
Saltars Site Improvements							
Saltars Building Maintenance	\$25,000					\$850,000	
High School Site Improvements	\$800,000	\$105,500	\$400,000				
High School Building Maintenance					\$120,000	\$100,000	
District Office Building Maintenance		\$120,000	\$30,000				
Districtwide Furniture replacement			\$100,000		\$100,000		
Districtwide site improvements		\$180,000		\$60,000		\$30,000	\$210,000
Safety and Security	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
Technology Infrastructure and Classroom Devices	\$500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$500,000	\$500,000	\$4,500,000
McNeil Street Land	\$2,000,000						\$2,000,000
Total Costs	\$5,530,000	\$1,629,500	\$1,892,500	\$9,040,000	\$10,470,000	\$78,780,000	\$107,342,000
Beginning Balance	\$843,060	\$1,413,060	\$7,123,560	\$16,940,260	\$15,322,736	\$14,484,886	
State Funding					\$2,000,000		
Property Sale			\$4,500,000				
Impact Fees	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Bond/Levy Proceeds	\$6,000,000	\$7,240,000	\$7,109,200	\$7,322,476	\$7,532,150	\$41,681,563	
Total Resources	\$6,100,000	\$7,340,000	\$11,709,200	\$7,422,476	\$9,632,150	\$41,781,563	
Ending Balance	\$1,413,060	\$7,123,560	\$16,940,260	\$15,322,736	\$14,484,886	-\$22,513,551	

ENCLOSURE 1 (Impact Fee Planning Factors) to TAB VI District Finance Plan**Student Factors-Single/Townhouse/Multi-Family**

Elementary	.091/.370/.100
Middle School	.068/.093/.038
High School	.059/.111/.036

Temporary Facilities Costs

Elementary	\$500,000
Middle School	\$500,000
High School	\$500,000

Planned Student Capacity Per Facility

Elementary	475
Middle School	600
High School	1,200

Permanent/Temporary Square Footage

Elementary	168,017/1,927
Middle School	103,128
High School	133,374
Total	398,553/1,927

Site Acreage Site

Elementary	10 acres
Middle School	N/A
High School	N/A

State Funding Assistance

Rate: 51.03% (high school eligible)

Construction Cost Allocation \$375.00

Site Cost per Acre

Elementary	\$480,000
Middle School	N/A
High School	N/A

Gen. Obligation Bond Interest Rate

Bond Buyer Index (Feb. 2024 avg) 4.15%

New Facility Construction Cost

Elementary (475) \$60,000,000

Assumed District Debt Service Tax Rate

Current \$/1,000 \$1.20

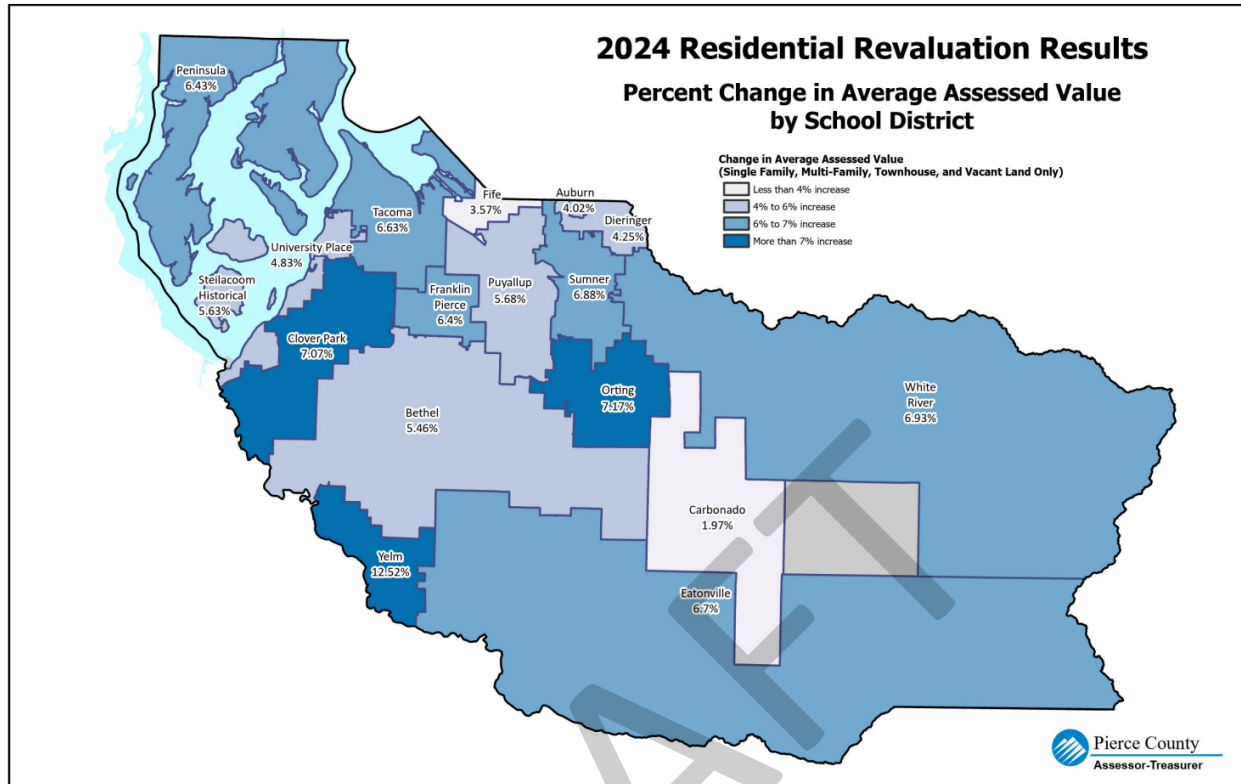
SPI Square Footage per Student

Elementary (K-5)	90
Middle School (6-8)	108
High School (9-12)	130
Special Education	144

Average Assessed Value

Single Fam. Res.	\$568,320
Townhouse	\$394,516
Multi Family Composite	\$305,746
P.C. Assessor-Treasurer	

Average Assessed Value Percentage Changes by School District



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Coversheet

Audit Results

Section:	VI. Old Business
Item:	B. Audit Results
Purpose:	FYI
Submitted by:	
Related Material:	Audit Results.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: June 18, 2025

Strategic Focus Area

- ☒ Achieve
- ☒ Support
- ☒ Connect
- ☒ Plan

BACKGROUND INFORMATION

The 2023-2024 Financial and Federal Single Audit concluded with an exit conference with the State Auditor's Office (SAO) on May 21, 2025, at 1 pm at the District Office. Board Chair Scott and Vice Chair Tinsley attended. Additionally, an Accountability Audit for the period 09/01/2022-08/31/2024 was also concluded on that day.

SAO issued an unmodified opinion on the fair presentation of our financial statements according to our regulatory basis of accounting, the Accounting Manual for Public School Districts in the State of Washington. (AMPSD). As expected, SAO issued an adverse opinion with regard to presentation of financial information in accordance with generally accepted accounting principles in the United States of America (GAAP) because the AMPSD deviates from GAAP to comply with Washington law.

SAO reviewed seven different operational areas for the Accountability Audit and determined that the District complied with applicable state laws, regulations and our own policies and provided adequate controls over the safeguarding of public resources.

RECOMMENDED ACTION:

Information only

Report prepared by: Sarah Jahn, CFO

Coversheet

Request to SAO for Annual Accountability Audit

Section:	VI. Old Business
Item:	C. Request to SAO for Annual Accountability Audit
Purpose:	Vote
Submitted by:	
Related Material:	Annual Accountability Audit Request.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: June 18, 2025

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☒ Connect
- ☒ Plan

BACKGROUND INFORMATION

As part of the 2023-2024 financial audit, the State Auditor's Office (SAO) also conducted an Accountability Audit.

An accountability audit evaluates whether a state agency has adhered to applicable federal or state laws, rules, and its own policies and procedures. The process includes auditing records to ensure public funds are accounted for and internal controls are in place to protect public resources from misappropriation and misuse. (<https://sao.wa.gov/about-audits/about-state-government-audits>, retrieved 05/30/2025)

Accountability audits may cover some of the same subject areas as the financial audit, or additional subject areas may be selected for review. Additional subject areas result in additional staff time collecting and submitting documentation to the auditor, and responding to follow up questions.

Currently, SAO performs an Accountability Audit biannually resulting in an audit of two years of district activities at one time. This requires staff to retrieve two years of information which may not be readily available depending on the subject area. Audit requests are usually detailed in nature, requiring additional supporting documentation and additional staff time to collect needed information. The additional response time from staff and auditor time reviewing two years of data result in a slightly higher audit cost every other year.

The Board may request SAO to perform an Accountability Audit annually, thus reducing staff research time, auditor review time, and leveling audit cost from year to year.

District staff believe annual Accountability Audits will improve staff response time by reducing excessive research activities and increase the overall efficiency of all audit activities each year.

RECOMMENDED ACTION:

I move to approve the letter to the State Auditor's Office requesting annual Accountability Audits.

Report prepared by:

Sarah Jahn, CFO



511 Chambers Street
Steilacoom, WA 98388

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Fax: 253.589.4892

June 18, 2025

Office of the Washington State Auditor
3200 Capitol Blvd
P.O. Box 40031
Olympia, WA 98504-0031

To the Office of the Washington State Auditor:

The Board of Directors of the Steilacoom Historical School District No. 1 would like to request annual Accountability Audits of SAO, instead of every other year.

Currently, SAO performs an Accountability Audit biannually resulting in an audit of two years of district activities at one time. This requires staff to retrieve double the information of the financial audit, which may not be readily available depending on the subject area. Audit requests are usually detailed in nature, requiring additional supporting documentation and additional staff time to collect needed information. The additional response time from staff and auditor time reviewing two years of data result in a slightly higher audit cost every other year and extends the audit process.

The Board values the audit process and SAO's partnership in communicating our effectiveness in managing public funds, and believes annual Accountability Audits will streamline the audit process, increase staff efficacy, and stabilize audit costs from year to year.

Sincerely,

Sam Scott, Chair
Steilacoom Historical School District Board of Directors

Coversheet

First Reading of Policy 2020 Course Design, Selection, and Adoption of Instructional Materials

Section: VII. NEW BUSINESS
Item: A. First Reading of Policy 2020 Course Design, Selection, and Adoption of Instructional Materials
Purpose: Vote
Submitted by:
Related Material: Policy 2020 Course Design, Selection and Adoption of Instructional Materials.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 06/18/2025

Strategic Focus Area

- ☒ Achieve
- ☐ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

This revised policy outlines the Steilacoom Historical School District's commitment to ensuring high-quality educational programs through intentional course design and the careful selection and adoption of instructional materials. The policy emphasizes alignment with Washington State learning standards and supports student readiness for college and careers.

Key elements include:

Course Design Emphasis: Reaffirms that course design is an ongoing process, emphasizing the selection of content, teacher supports, and alignment with state standards to ensure comprehensive instructional quality.

Instructional Materials Categories:

- *Core Materials:* are the primary instructional resources for a given course. They are district-approved and provided to all students to help meet learning standards and provide instruction toward course requirements.
- *Alternative Core Materials:* Used with specific student groups or in specialized courses.
- *Intervention Materials:* Designed to help students at risk of not meeting standards.
- *Supplemental Materials:* Selected by teachers to enhance instruction; approved by principals.
- *Temporary Supplemental Materials:* Used briefly to enrich lessons, such as timely news articles or digital content.

Instructional Materials Committee: This committee recommends core instructional materials to the board based on district-established procedures.

Selection and Adoption: The board adopts all core materials. The superintendent or designee is responsible for establishing procedures for evaluating and adopting all materials, maintaining a publicly accessible list of core materials, and delegating the selection of supplemental resources to professional staff.

RECOMMENDED ACTION:

The Superintendent recommends the Board approve Policy 2020, Course Design, Selection, and Adoption of Instructional Materials.

Report prepared by: Laurie Vallieres, Executive Director of Teaching and Learning

COURSE DESIGN, SELECTION, AND ADOPTION OF INSTRUCTIONAL MATERIALS

The board recognizes its responsibility for improving and growing the ~~improvement and growth of the schools'~~ educational ~~program of the schools, programs.~~ To this end, ~~the~~ course designs will be evaluated, adapted, and developed on a continuing basis. ~~Instructional materials will~~shall be selected to ensure alignment with state learning standards and enable all students to master foundational skills and knowledge to achieve college and career readiness.

I. Definitions

For the purpose of policy and procedure 2020, the following definitions will apply:

A. Course Design is the process that includes identifying and sequencing essential content ~~supporting to support~~ students' skill development towards state learning standards. Course design involves providing teachers with appropriate instructional materials, professional development, and support systems ~~for teachers~~ as they implement the course.

B. Instructional Materials are ~~all~~ materials designed for ~~use by~~ students and their teachers as learning resources to help students ~~to~~ acquire facts, and skills, ~~and/or to~~ develop cognitive processes. ~~These instructional materials, used to help students, and~~ meet state learning standards. Instructional materials may be printed or digital, and may include textbooks, technology-based materials, other educational media, and assessments. They may carry different licensing types, from open to all rights reserved. For the purposes of this policy, there are five categories of instructional materials:

Core Instructional Materials are the primary instructional resources for a given course. They are district-approved and provided to all students to help meet learning standards and provide instruction towards course requirements.

Alternative Core Materials are the primary instructional materials for a given course ~~that are~~ used with a subset of students. These materials are intended to replace approved core materials and may be used for specialized course offerings or flexible learning environments.

Intervention Materials are designed to support strategic or intensive intervention for students ~~who are~~ at risk of not meeting established learning standards. Intervention materials are used with students to accelerate progress toward particular learning goals based on systematic assessment, decision-making, and progress monitoring.

Supplemental Instructional Materials are used in conjunction with the core instructional materials of a course that are not expressly required by the school or district, are instead selected at a teacher's discretion, and approved by the building

Policy No. 2020
Instruction

principal. These items extend and support instruction. They include, but are not limited to, books, periodicals, visual aids, video, sound recordings, computer software, and other digital content.

Temporary Supplemental Materials are those items used in conjunction with the core instructional materials of a course that are of interest or value for a short period ~~of time~~ and are chosen within district-established guidelines. They are not intended to supplant the adopted curriculum nor be used on a regular instructional basis. Examples might include timely articles from relevant, reliable sources, websites, or news broadcasts. The use of temporary supplemental materials for ~~time periods of~~ over one year requires consideration of the material as either part of the core instructional material for a course or supplemental material for the course, depending on the nature and scope of the material.

C. Instructional Materials Committee is the body that ~~makes~~recommends core instructional materials ~~adoption recommendations~~ to the ~~School Board~~board based on superintendent-established procedures.

II. Course Design

The superintendent or designee will establish procedures for course design that:

- ~~P~~ provide for the regular review of selected content areas and implementation of any suggested changes.
- Provide and for the involvement of community representatives and staff members at appropriate times.

III. Selection and Adoption of Instructional Materials

The primary objective in selecting instructional materials is to implement, enrich, and support the educational program of the schools. All instructional materials will be selected in conformance with: applicable state and federal laws, goals and learning standards of the district and state, and Procedure 2020.

1. ~~Applicable state and federal laws;~~
2. ~~Goals and/or learning standards of the district and state; and~~
3. ~~Procedures established by the instructional materials committee which address the criteria detailed in the corresponding procedure 2020P.~~

The board is responsible for ~~the adoption of~~adopting all core instructional materials used in the district.

The superintendent, or designee, will establish procedures for core material, alternate core, and intervention material selection and adoption using criteria around evidence-based practices.

The superintendent or designee will ensure that the district maintains a listing of all core instructional materials used within the school curriculum ~~is maintained in the district and~~ and that it is available for public review ~~either in~~ person or online.

Policy No. 2020
Instruction

The ~~intent of the board is that~~intends for the superintendent to delegate responsibility for examining, evaluating, and selecting all supplemental and temporary supplemental materials to the district's professional staff ~~of the district~~. This includes preparing all student reading lists. Staff will rely on reason and professional judgment in ~~the selection of~~selecting high-quality supplemental materials that align ~~to~~with state learning standards and are appropriate for ~~the~~their students' instructional ~~program and programs~~s, developmental levels, and interests ~~of their students~~.

Cross References: Policy 2027 - District Ownership of Staff-Created Work

Legal References: [RCW 28A.150.230 District school directors' responsibilities](#)
[RCW 28A.320.230 Instructional materials — Instructional materials committee](#)
[RCW 28A.320.170 Tribal history and culture \[as amended by SSB 5433\]](#)
[RCW 28A.405.060 Course of study and regulations — Enforcement — Withholding salary warrant for failure](#)
[Chapter 28A.640 RCW Sexual Equality](#)
[WAC 180-44-010 Responsibilities related to instruction](#)
[Chapter 28A.642 RCW Discrimination Prohibition](#)

Management Resources: 2015 – December Issue
[2025 - April Issue](#)

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 4.14.10; 10.28.15; ~~XX.XX.XX~~
Reviewed: 1.5.16

Coversheet

Approval of Steilacoom High School CTE Sports Medicine Curriculum Adoption

Section:	VII. NEW BUSINESS
Item:	B. Approval of Steilacoom High School CTE Sports Medicine Curriculum Adoption
Purpose:	Vote
Submitted by:	
Related Material:	SHS CTE Sports Medicine Curriculum Adoption.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 06/18/2025

Strategic Focus Area

- ☒ Achieve
- ☐ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

As part of expanding opportunities in our Health Sciences Career and Technical Education (CTE) Pathway, Steilacoom High School is introducing a new Sports Medicine course. To support high-quality instruction aligned with Washington State Health Science Standards and industry expectations, the Instructional Materials Committee is recommending the adoption of *Sports Medicine Essentials, 4th Edition (2026)* by Jim Clover and Rikki Watson, published by Cengage.

Key Features of the New Textbook:

- **Alignment:** Fully aligned with Washington State CTE standards for Health Sciences and supports the development of foundational knowledge and skills in sports medicine and healthcare careers.
- **Industry Relevance:** Developed by leading experts and updated to reflect current best practices and emerging trends in sports medicine, injury prevention, and rehabilitation.
- **Hands-On Applications:** Includes real-world case studies, clinical scenarios, and step-by-step skill development to prepare students for work-based learning and post-secondary training.
- Emphasizes employability skills, ethical decision making, and workplace safety, which are key components of CTE preparation in the healthcare field.

Content Highlights:

- In-depth coverage of anatomy, kinesiology, injury evaluation, therapeutic modalities, and emergency procedures.
- Practice-based activities and assessments designed to simulate experiences in athletic training and allied health professions.

- Clear connections to health science careers such as athletic trainer, physical therapist, EMT, and physician assistant.

Student Resources:

Students will have access to robust support materials, including interactive tools, digital labs, vocabulary support, and clinical skill checklists that build both academic knowledge and technical proficiency.

Community and Committee Review:

- **IMC Review:** The Instructional Materials Committee reviewed and approved the textbook on May 7th, 2025.
- **Diversity Committee Review:** The District's Diversity Committee evaluated the text using OSPI's Bias and Sensitivity Rubric during the week of May 12th, 2025 and confirmed its alignment with district equity and inclusion goals.
- **Community Engagement:** A community curriculum review night was hosted at Steilacoom High School on May 19th, 2025, where families and stakeholders had the opportunity to review the proposed materials and provide feedback.

Funding Source:

This textbook adoption will be funded through Career and Technical Education (CTE) resources, supporting the development of the Health Sciences Pathway and expanding student access to high-demand healthcare career preparation.

RECOMMENDED ACTION:

The Instructional Materials Committee recommends that the Board approve the adoption of *Sports Medicine Essentials, 4th Edition (2026)* to support the launch of the CTE Sports Medicine course, ensuring alignment with state standards, healthcare industry expectations, and our district's commitment to student career readiness.

Report prepared by: Laurie Vallieres

Coversheet

Approval of Steilacoom High School Advanced Placement Psychology Curriculum Adoption

Section:	VII. NEW BUSINESS
Item:	C. Approval of Steilacoom High School Advanced Placement Psychology Curriculum Adoption
Purpose:	Vote
Submitted by:	
Related Material:	SHS AP Psychology Curriculum Adoption.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 06/18/2025

Strategic Focus Area

- ☒ Achieve
- ☐ Support
- ☐ Connect
- ☐ Plan

BACKGROUND INFORMATION

The College Board requires that instructional materials for Advanced Placement (AP) courses be updated at least every 10 years to maintain alignment with current frameworks and standards. The current textbook used for AP Psychology was published in 2014 and is now outdated. To ensure compliance with College Board requirements and to reflect the latest research and developments in psychology, the district proposes the adoption of the *Myers' Psychology for the AP Course*, 4th Edition (2024), authored by David Myers, C. Nathan DeWall, and Elizabeth Yost. Published by Bedford, Freeman, and Worth, this edition is specifically designed to align with the AP Psychology curriculum and supports Washington State College and Career Readiness Standards.

Key Features of the New Textbook:

- **Alignment:** Fully aligned with the College Board AP Psychology framework and exam structure.
- **Current Research:** Includes the most recent findings in neuroscience, social psychology, developmental psychology, and mental health.
- **Instructional Support:** Features updated case studies, sample Free Response Questions (FRQs), and digital tools that support AP Psychology Science Practices.
- **Engaging Visuals:** Enhanced diagrams and visual aids to support diverse learners in understanding complex psychological concepts.
- **Student Resources:** Offers access to both print and digital formats, including practice quizzes, vocabulary tools, and exam prep resources.

Student Resources: Students will benefit from access to the most recent college-level content through digital and print materials aligned with AP standards. These resources are designed to prepare students for success on the AP exam and foster a deeper understanding of Psychology.

Community and Committee Review:

- **IMC Review:** The Instructional Materials Committee reviewed and approved the textbook on June 5th.
- **Diversity Committee Review:** The District's Diversity Committee evaluated the text using OSPI's Bias and Sensitivity Rubric during the week of June 9th, 2025 and confirmed its alignment with district equity and inclusion goals.
- **Community Engagement:** Steilacoom High School hosted a community curriculum review event on June 9th, allowing the public to review and provide feedback on the proposed materials.

Funding Source: The textbook adoption will be funded through Career and Technical Education (CTE) resources, reflecting the integration of AP Psychology within the CTE pathway.

RECOMMENDED ACTION:

The Instructional Materials Committee recommends that the Board approve the adoption of *Myers' Psychology for the AP Course*, 4th Edition (2024), to ensure compliance with College Board requirements, support high-quality instruction, and provide students with a rigorous and up-to-date psychology curriculum.

Report prepared by: Laurie Vallieres

Coversheet

Approval of School Board Calendar for 2025-26 School Year

Section:	VII. NEW BUSINESS
Item:	D. Approval of School Board Calendar for 2025-26 School Year
Purpose:	Vote
Submitted by:	
Related Material:	Draft 2025-26 School Board Meeting Schedule.pdf



Steilacoom Historical School District Board of Directors Meeting Schedule 2025-2026

Meeting Date	Meeting Type	Location	Time
September 17, 2025	Regular Business Meeting	Professional Development Center	6:00 p.m.
October 15, 2025	Regular Business Meeting	Professional Development Center	6:00 p.m.
November 19, 2025	Regular Business Meeting	Professional Development Center	6:00 p.m.
December 17, 2025	Regular Business Meeting	Professional Development Center	6:00 p.m.
January 21, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
February 18, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
March 18, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
April 15, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
May 20, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
June 17, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
July 15, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.
August 19, 2026	Regular Business Meeting	Professional Development Center	6:00 p.m.

Approved XX/XX/2025

Coversheet

Draft Resolution 937-07-16-25 Replacement Capital Projects Levy

Section:	VII. NEW BUSINESS
Item:	E. Draft Resolution 937-07-16-25 Replacement Capital Projects Levy
Purpose:	Discuss
Submitted by:	
Related Material:	Resolution 937-07-16-25 Replacement Capital Projects Levy Draft.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: June 18, 2025

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☒ Connect
- ☒ Plan

BACKGROUND INFORMATION

Draft Resolution 937-07-16-25 authorizes a Capital Projects and Technology Levy to be submitted to voters at the November 4, 2025, general election. The draft resolution provides funds to address the most urgent capital facilities needs of the district. See table below for anticipated funding and tax rate per year.

Collection Year	Approx. Levy Rate/\$1000 Assessed Value	Levy Amount
2026	\$1.21	\$7,013,091
2027	\$1.21	\$7,223,433
2028	\$1.21	\$7,440,086
2029	\$1.21	\$7,663,239
Total amount levied		\$29,339,849

If property values increase more than anticipated (3%), the final rates calculated by the County will be lower. We are limited to the annual levy amounts authorized in the resolution.

The specific project list contained in Section 2(b) of the resolution has been edited based on the draft 2026-2031 Capital Facilities Plan submitted for board action this evening and recommendations of the Capital Facilities Committee approved by the board in May.

This draft resolution was prepared under the guidance of the district's bond council and in alignment with the following information.

1. The board wishes to maintain a steady and predictable tax rate for district budgeting purposes and community expectations. A four-year levy and flat rate meet these goals.
2. Unlike bonds which require a 60% super majority, capital levies only require a 50%+1 yes vote.
3. The deadline for passing a resolution and providing required documents to the County Elections department for the November election is August 1st. These documents would include the resolution, a resolution cover sheet, and explanatory statement provided by our bond counsel, and a committee member appointment form (for For and Against Committees).

RECOMMENDED ACTION:

None, submitted for information and discussion only.

Report prepared by:
Sarah Jahn, Chief Financial Officer

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
PIERCE COUNTY, WASHINGTON

REPLACEMENT CAPITAL PROJECTS LEVY

RESOLUTION NO. 937-07-16-25

A RESOLUTION of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, providing for the submission to the qualified electors of the District at a special election to be held therein on November 4, 2025, of the proposition of whether excess taxes should be levied of \$7,013,091 in 2025 for collection in 2026, \$7,223,433 in 2026 for collection in 2027, \$7,440,086 in 2027 for collection in 2028, and \$7,663,239 in 2028 for collection in 2029, said excess taxes to support the renovation, expansion and improvement of school facilities, and for safety, security and technology improvements to meet the current and future educational needs of District students.

ADOPTED JULY 16, 2025

PREPARED BY:

PACIFICA LAW GROUP LLP
Seattle, Washington

RESOLUTION NO. 937-07-16-25

A RESOLUTION of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, providing for the submission to the qualified electors of the District at a special election to be held therein on November 4, 2025, of the proposition of whether excess taxes should be levied of \$7,013,091 in 2025 for collection in 2026, \$7,223,433 in 2026 for collection in 2027, \$7,440,086 in 2027 for collection in 2028, and \$7,663,239 in 2028 for collection in 2029, said excess taxes to support the renovation, expansion and improvement of school facilities, and for safety, security and technology improvements to meet the current and future educational needs of District students.

WHEREAS, Steilacoom Historical School District No. 1, Pierce County, Washington (the “District”), is a first-class school district duly organized and existing under and by virtue of the Constitution and the laws of the State of Washington (the “State”) now in effect; and

WHEREAS, pursuant to RCW 84.52.053, the qualified electors of the District may by a simple majority vote authorize capital projects and technology levies of up to six years to support the construction, modernization, and remodeling of District facilities; and

WHEREAS, the District’s facilities require repair, modernization, and updates to meet current and future educational, safety, security, instructional, activity, and extra-curricular needs of District students (as further defined herein, the “Projects”); and

WHEREAS, funds available to the District are not sufficient to enable the District to implement such Projects; and

WHEREAS, to provide adequately for student instruction, classroom, support service, security, and safety needs, the Board of Directors of the District (the “Board”) deems it necessary to levy taxes upon all of the taxable property within the District in excess of the maximum annual tax levy permitted by law to be levied within the District without a vote of the electors, such levy to be made for four years commencing in 2025 for collection in the school years 2025–2026 through 2029–2030, inclusive, as authorized by Article VII, Section 2 of the State Constitution

and RCW 84.52.053, with such excess taxes to be deposited into the District's Capital Projects Fund, or a sub-fund thereof, and used to pay for a portion of the Projects; and

WHEREAS, the Constitution and laws of the State require that the question of whether the District may levy such excess taxes be submitted to the qualified electors of the District for their ratification or rejection; and

WHEREAS, the Board deems it necessary and advisable to place the proposition for such excess tax levies before the District's voters at an election to be held within the District on November 4, 2025 (the "Proposition");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, as follows:

Section 1. The Board hereby finds and declares that the best interests of the District's students and other residents require the District to carry out the Projects as hereinafter provided, at the time or times and in the order deemed most necessary and advisable by the Board.

Section 2. Upon approval by the voters of the Proposition in substantially the form set forth below, the Projects the District will finance with proceeds from the excess property tax levies will include:

- Districtwide security enhancements, including updates to security cameras, building access controls, and fire alarms;
- Districtwide student health and safety upgrades, including roof replacement and exterior envelope updates at Saltar's Point Elementary School and Cherrydale Elementary School; HVAC replacements at Pioneer Middle School and Anderson Island Elementary School; and replacement of outdated furniture Districtwide;

- Districtwide technology system upgrades, including implementing modernized network infrastructure, and acquiring and installing new classroom devices;
- Districtwide improvements to existing facility infrastructure, including major preventative maintenance and upgrades to school flooring and plumbing systems and playgrounds, and resurfacing and restriping of parking lots;
- Renovation and rehabilitation of Steilacoom High School's athletic facilities, including gym expansion and installation of new tennis courts and a running track;
- Expansion of gym facility at Saltar's Point Elementary; and
- HVAC replacement and exterior envelope updates at the District office.

The District shall make other capital project expenditures as the Board finds necessary, and may incur indebtedness for the foregoing purposes through the issuance of short term obligations as authorized by Chapter 39.50 RCW.

If available funds are sufficient, the District shall acquire, construct, equip and make other capital improvements to the District's facilities, all as the Board finds necessary; provided that such funds may only be used to support the construction, modernization, replacement, and remodeling of school facilities or implementation of the District's technology facilities plan.

Incidental costs incurred in connection with carrying out and accomplishing the foregoing shall be deemed part of the Projects. Such costs shall include, but are not limited to: payments for fiscal and legal expenses; establishing and funding accounts; necessary and related engineering, architectural, planning, consulting, permitting, inspection and testing costs; site improvement and demolition costs; and costs for other similar activities or purposes, all as deemed necessary and advisable by the Board and permitted by law.

The Projects, or any portion or portions thereof, shall be acquired or made insofar as is

practicable with available money and in such order of time as shall be deemed necessary and advisable by the Board. The Board shall determine the application of available money between the various parts of the Projects so as to accomplish, as near as may be, all of the Projects. The Board shall determine the exact order, extent and specifications for the Projects. The District's architects and engineers will prepare and file with the District plans and specifications more fully describing the Projects, as applicable.

If the District shall determine that it has become impracticable to accomplish any of such Projects or portions thereof by reason of changed conditions or needs, incompatible development, costs substantially in excess of those estimated, or acquisition by a superior governmental authority, the District shall not be required to accomplish such improvement and may apply levy proceeds as set forth in this section. If any or all of the Projects have been completed, or their completion duly provided for, or their completion found to be impractical, the District may apply the levy proceeds or any portion thereof to other portions of the Projects, as the District in its discretion shall determine. Notwithstanding any provision of this resolution to the contrary, levy proceeds may only be used to support the construction, modernization or remodeling of school facilities or implementation of the District's technology facilities program.

Section 3. The Board hereby finds and declares that the best interests of the District's students and other residents require submission to the District's voters, for their approval or rejection, the proposition of whether the District shall levy excess property taxes upon all of the taxable property within the District in order to provide funding for the Projects. Upon approval by the voters of the Proposition in substantially the form set forth below, the District will levy the following taxes upon all of the taxable property within the District in excess of the maximum annual tax levy permitted by law to be levied within the District without a vote of the electors, for deposit

in the District's Capital Projects Fund:

- A. \$7,013,091, said levy to be made in 2025 for collection in 2026;
- B. \$7,223,433, said levy to be made in 2026 for collection in 2027;
- C. \$7,440,086, said levy to be made in 2027 for collection in 2028; and
- D. \$7,663,239, said levy to be made in 2028 for collection in 2029;

The exact levy rate and the actual amounts collected shall be adjusted based upon the actual assessed value of the property within the District at the time of the levy. At this time, based upon information provided by the Pierce County Assessor's Office, the estimated levy rate for each of the four collection years is \$1.21 per \$1,000 of assessed valuation.

Section 4. The Board hereby requests that the Pierce County Auditor, as *ex officio* supervisor of elections in Pierce County, Washington (the "Auditor"), assume jurisdiction of, call, and conduct a special election to be held within the District on November 4, 2025, and submit to the qualified electors of the District the Proposition hereinafter set forth. The Auditor shall conduct the election by mail or as the Auditor otherwise requires.

The Board hereby authorizes and directs the Secretary of the Board (the "Secretary") to certify the Proposition to the Auditor in the following form

PROPOSITION NO. 2

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 REPLACEMENT CAPITAL PROJECTS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 937-07-16-25, concerning a proposition for a capital projects levy. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide funds for Districtwide school facilities improvements, including security and safety enhancements, technology system upgrades, updates to infrastructure, and athletic facilities renovations:

Collection Year	Approximate Levy Rate/\$1000	Levy Amount
	Assessed Value	
2026	\$1.21	\$7,013,091
2027	\$1.21	\$7,223,433
2028	\$1.21	\$7,440,086
2029	\$1.21	\$7,663,239

all as provided in Resolution No. 937-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

The Board hereby directs the Secretary to deliver a certified copy of this resolution to the Auditor no later than August 5, 2025, and to perform such other duties as are necessary or required by law to submit the Proposition to voters.

Section 5. The Board hereby designates the following as the individuals to whom the Auditor shall provide notice of the exact language of the ballot title, as required by RCW 29A.36.080: (a) the Secretary and District Superintendent (Dr. Kathi Weight), telephone: (253) 983-2203, email: kweight@steilacoom.k12.wa.us; and (b) the District's Bond Counsel, Pacifica Law Group LLP (Faith Pettis), telephone: (206) 245-1700, email: faith.pettis@pacificallawgroup.com. The Board authorizes the Secretary to approve changes to the ballot title, if any, as the Auditor or the Pierce County Prosecuting Attorney deems necessary.

Section 6. The Board authorizes and directs the President of the Board, the Secretary, and the District's Chief Financial Officer to take such actions and to execute such documents as in their judgment may be necessary or desirable to effectuate the provisions of this resolution, and to perform such other duties as are necessary or required by law to submit to the District's voters at the aforesaid special election, for their approval or rejection, the Proposition of whether the District shall levy annual excess property taxes to pay costs of the Projects. The Board hereby

ratifies and confirms all actions of the District or its staff or officers taken prior to the effective date of this resolution and consistent with the objectives and terms of this resolution.

Section 7. In the event that any provision of this resolution shall be held to be invalid, such invalidity shall not affect or invalidate any other provision of this resolution, but shall be construed and enforced as if such invalid provision had not been contained herein; provided, however, that any provision which shall for any reason be held to be invalid shall be deemed to be in effect to the extent permitted by law.

Section 8. This resolution shall become effective immediately upon its adoption.

ADOPTED by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, at a regular meeting thereof, held on the 16th day of July, 2025.

STEILACOOM HISTORICAL SCHOOL
DISTRICT NO. 1, PIERCE COUNTY,
WASHINGTON

President and Director

ATTEST:

Secretary, Board of Directors

CERTIFICATE

I, the undersigned, Secretary of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, (the “District”) and keeper of the records of the Board of Directors (the “Board”), DO HEREBY CERTIFY:

1. That the attached resolution is a true and correct copy of Resolution No. 937-07-16-25 of the Board (the “Resolution”), duly adopted at a regular meeting thereof held on the 16th day of July, 2025.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand 16th day of July, 2025.

Secretary, Board of Directors

OFFICIAL BALLOT
STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
PIERCE COUNTY, WASHINGTON
November 4, 2025

INSTRUCTIONS TO VOTERS: To vote in favor of the following proposition, place a cross (X) in the square opposite the words "YES"; to vote against the following proposition, place a cross (X) in the square opposite the words "NO."

PROPOSITION NO. 2

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
REPLACEMENT CAPITAL PROJECTS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 937-07-16-25, concerning a proposition for a capital projects levy. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide funds for Districtwide school facilities improvements, including security and safety enhancements, technology system upgrades, updates to infrastructure, and athletic facilities renovations.

Collection Year	Approximate Levy	
	Rate/\$1000	
	Assessed Value	Levy Amount
2026	\$1.21	\$7,013,091
2027	\$1.21	\$7,223,433
2028	\$1.21	\$7,440,086
2029	\$1.21	\$7,663,239

all as provided in Resolution No. 937-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

NOTICE

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 PIERCE COUNTY, WASHINGTON

November 4, 2025

NOTICE IS HEREBY GIVEN that on November 4, 2025, a special election will be held by mail ballot in the above-named school district for the submission to the qualified electors of said school district of the following proposition:

PROPOSITION NO. 2

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 REPLACEMENT CAPITAL PROJECTS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 937-07-16-25, concerning a proposition for a capital projects levy. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide funds for Districtwide school facilities improvements, including security and safety enhancements, technology system upgrades, updates to infrastructure, and athletic facilities renovations.

Collection Year	Approximate Levy	
	Rate/\$1000	Levy Amount
Assessed Value		
2026	\$1.21	\$7,013,091
2027	\$1.21	\$7,223,433
2028	\$1.21	\$7,440,086
2029	\$1.21	\$7,663,239

all as provided in Resolution No. 937-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

Pierce County Auditor

Coversheet

Draft Resolution 938-07-16-25 Replacement Educational Programs and Operations Levy

Section: VII. NEW BUSINESS
Item: F. Draft Resolution 938-07-16-25 Replacement Educational Programs
and Operations Levy
Purpose: Discuss
Submitted by:
Related Material:
Resolution 938-07-16-25 Replacment Educational Programs and Operations Levy Draft.pdf

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: June 18, 2025

Strategic Focus Area

- ☐ Achieve
- ☒ Support
- ☒ Connect
- ☒ Plan

BACKGROUND INFORMATION

Draft Resolution 938-07-16-25 authorizes a replacement Educational Programs and Operations (EP & O) Levy to be placed on the November 4, 2025, ballot for the purpose of funding enrichment programs and operations that are not funded by the state.

After reviewing enrollment projections, property tax values from the county assessor, and estimating costs over the next four years, district administration believes this resolution will achieve the following:

1. Ensure that funding continues for necessary elements of the district educational and operational programs, including nurses, counselors, other school-based staff, sports and extra-curricular activities, and other critical services not funded by the state.
2. Maintain a stable and predictable overall tax rate for district property tax payers and district budgeting purposes.

The current EP & O levy ends in 2026. Generally, a district would not submit a new levy in the year before the current levy expires, however, the district seeks to secure tax rates and reduce voter fatigue by running the EP & O Levy with the Capital Projects Levy in November, 2025. This draft resolution has been reviewed by legal counsel and PSED School Fiscal Staff. The proposed levy timeline has been reviewed by the Pierce County Prosecuting Attorney's Office and they have no objection as it aligns with state constitutional language.

If approved, the levy would be limited to the amounts provided in the resolution. If assessed values increase more than predicted, rates would go down to match the maximum collectible amounts.

RECOMMENDED ACTION:

None, for information and discussion only.

Report prepared by:

Sarah Jahn, CFO

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
PIERCE COUNTY, WASHINGTON

REPLACEMENT EDUCATIONAL PROGRAMS & OPERATIONS LEVY

RESOLUTION NO. 938-07-16-25

A RESOLUTION of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, providing for the submission to the qualified electors of the District at a special election to be held therein on November 4, 2025, of the proposition of whether excess taxes should be levied of \$10,343,836 in 2026 for collection in 2027, \$10,693,464 in 2027 for collection in 2028, \$10,993,334 in 2028 for collection in 2029, and \$11,342,666 in 2029 for collection in 2030, said excess taxes to pay part of the costs of educational programs and operations support of the District.

ADOPTED JULY 16, 2025

PREPARED BY:

PACIFICA LAW GROUP LLP
Seattle, Washington

RESOLUTION NO. 938-07-16-25

A RESOLUTION of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, providing for the submission to the qualified electors of the District at a special election to be held therein on November 4, 2025, of the proposition of whether excess taxes should be levied of \$10,343,836 in 2026 for collection in 2027, \$10,693,464 in 2027 for collection in 2028, \$10,993,334 in 2028 for collection in 2029, and \$11,342,666 in 2029 for collection in 2030, said excess taxes to pay part of the costs of educational programs and operations support of the District.

WHEREAS, Steilacoom Historical School District No. 1, Pierce County, Washington (the “District”), is a first-class school district duly organized and existing under and by virtue of the Constitution and the laws of the State of Washington (the “State”) now in effect; and

WHEREAS, pursuant to RCW 84.52.053, the qualified electors of the District may by a simple majority vote authorize enrichment levies of up to four years to support the District’s educational programs and operations; and

WHEREAS, calendar year 2026 is the last collection year for the District’s current enrichment levy, which provides funding for the District’s educational programs and operations not funded by the State; and

WHEREAS, with the expiration of the District’s current enrichment levy, funds available in the District’s General Fund, including sub-funds thereof, during the school years of 2026–2027 through 2030–2031, will be insufficient to pay for necessary educational programs and operations and properly meet the educational and safety needs of the students attending District schools; and

WHEREAS, to provide adequately for the District’s educational programs and operations, the Board of Directors of the District (the “Board”) deems it necessary to levy taxes upon all of the taxable property within the District in excess of the maximum annual tax levy permitted by law to be levied within the District without a vote of the electors, such levy to be made for four

years commencing in 2026 for collection in the school years 2026–2027 through 2030–2031, inclusive, as authorized by Article VII, Section 2 of the State Constitution and RCW 84.52.053, with such excess taxes to be deposited into the District’s General Fund, or a sub-fund thereof, and used to continue funding such educational programs and operations; and

WHEREAS, the Constitution and laws of the State require that the question of whether the District may levy such excess taxes be submitted to the qualified electors of the District for their approval or rejection; and

WHEREAS, the Board deems it necessary and advisable to place the proposition for such excess tax levies before the District’s voters at an election to be held within the District on November 4, 2025 (the “Proposition”);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, as follows:

Section 1. The Board hereby finds and declares that the best interests of the District’s students and other residents require submission to the District’s voters, for their approval or rejection, the Proposition of whether the District shall levy excess property taxes upon all of the taxable property within the District to provide funding for continued educational programs and operations of the District, including but not limited to, teaching, instructional support, school supplies, athletics and extracurricular activities, and transportation.

Upon approval by the voters of the Proposition substantially in the form set forth below, the District may use the proceeds of said levies during the 2026–2027 through 2030–2031 school years to provide educational programs, enhancements and operations funding for the District and fund other eligible activities in accordance with the Basic Education Funding Act (Laws of 2017,

3d Spec. Sess., ch. 13), as amended and supplemented, and other applicable law.

Section 2. Upon approval by the voters of the Proposition, the District will levy the following taxes upon all of the taxable property within the District in excess of the maximum annual tax levy permitted by law to be levied within the District without a vote of the electors, for deposit into the District's General Fund:

- A. \$10,343,836, said levy to be made in 2026 for collection in 2027;
- B. \$10,693,464, said levy to be made in 2027 for collection in 2028;
- C. \$10,993,334, said levy to be made in 2028 for collection in 2029; and
- D. \$11,342,666, said levy to be made in 2029 for collection in 2030.

The exact levy rate and the actual amounts collected shall be adjusted based upon (1) the actual assessed value of the property within the District at the time of the levy, and (2) the legal limit on the levy rate and levy amount applicable at the time of the levy. At this time, based upon information provided by the Pierce County Assessor's Office, the estimated levy rate for the 2027 collection year is \$1.73 per \$1,000 of assessed valuation, and \$1.74 per \$1,000 of assessed valuation for the remaining three collection years.

Section 3. The Board hereby requests that the Pierce County Auditor, as *ex officio* supervisor of elections in Pierce County, Washington (the "Auditor"), assume jurisdiction of, call, and conduct a special election to be held within the District on November 4, 2025, and submit to the qualified electors of the District the Proposition hereinafter set forth. The Auditor shall conduct the election by mail or as the Auditor otherwise requires.

The Board hereby authorizes and directs the Secretary of the Board (the "Secretary") to certify the Proposition to the Auditor in the following form:

PROPOSITION NO. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
REPLACEMENT EDUCATIONAL PROGRAMS & OPERATIONS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 938-07-16-25, concerning a proposition supporting educational programs not funded by the state. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide support for educational programs and daily operations, including teaching, instructional support, school supplies, athletics and extracurricular activities, and transportation:

Collection Year	Approximate Levy Rate/\$1000	Levy Amount
	Assessed Value	
2027	\$1.73	\$10,343,836
2028	\$1.74	\$10,693,464
2029	\$1.74	\$10,993,334
2030	\$1.74	\$11,342,666

all as provided in Resolution No. 938-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

The Board hereby directs the Secretary to deliver a certified copy of this resolution to the Auditor no later than August 5, 2025, and to perform such other duties as are necessary or required by law to submit the Proposition to voters.

Section 4. The Board hereby designates the following as the individuals to whom the Auditor shall provide notice of the exact language of the ballot title, as required by RCW 29A.36.080: (a) the Secretary and District Superintendent (Dr. Kathi Weight), telephone: (253) 983-2203, email: kweight@steilacoom.k12.wa.us; and (b) the District's Bond Counsel, Pacifica Law Group LLP (Faith Pettis), telephone: (206) 245-1700, email:

faith.pettis@pacificalawgroup.com. The Board authorizes the Secretary to approve changes to the ballot title, if any, as the Auditor or the Pierce County Prosecuting Attorney deems necessary.

Section 5. The Board authorizes and directs the President of the Board, the Secretary, and the District's Chief Financial Officer to take such actions and to execute such documents as in their judgment may be necessary or desirable to effectuate the provisions of this resolution, and to perform such other duties as are necessary or required by law to submit to the District's voters at the aforesaid special election, for their approval or rejection, the Proposition of whether the District shall levy annual excess property taxes to pay costs of District educational programs and services. The Board hereby ratifies and confirms all actions of the District or its staff or officers taken prior to the effective date of this resolution and consistent with the objectives and terms of this resolution.

Section 6. In the event that any provision of this resolution shall be held to be invalid, such invalidity shall not affect or invalidate any other provision of this resolution, but shall be construed and enforced as if such invalid provision had not been contained herein; provided, however, that any provision which shall for any reason be held to be invalid shall be deemed to be in effect to the extent permitted by law.

Section 7. This resolution shall become effective immediately upon its adoption.

ADOPTED by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, at a regular meeting thereof, held on the 16th day of July, 2025.

STEILACOOM HISTORICAL SCHOOL
DISTRICT NO. 1, PIERCE COUNTY,
WASHINGTON

President and Director

ATTEST:

Secretary, Board of Directors

CERTIFICATE

I, the undersigned, Secretary of the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, (the “District”) and keeper of the records of the Board of Directors (the “Board”), DO HEREBY CERTIFY:

1. That the attached resolution is a true and correct copy of Resolution No. 938-07-16-25 of the Board (the “Resolution”), duly adopted at a regular meeting thereof held on the 16th day of July, 2025.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand 16th day of July, 2025.

Secretary, Board of Directors

OFFICIAL BALLOT
 STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
 PIERCE COUNTY, WASHINGTON
 November 4, 2025

INSTRUCTIONS TO VOTERS: To vote in favor of the following proposition, place a cross (X) in the square opposite the words "YES"; to vote against the following proposition, place a cross (X) in the square opposite the words "NO."

PROPOSITION NO. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
 REPLACEMENT EDUCATIONAL PROGRAMS & OPERATIONS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 938-07-16-25, concerning a proposition supporting educational programs not funded by the state. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide support for educational programs and daily operations, including teaching, instructional support, school supplies, athletics and extracurricular activities, and transportation:

Collection Year	Approximate Levy	Levy Amount
	Rate/\$1000 Assessed Value	
2027	\$1.73	\$10,343,836
2028	\$1.74	\$10,693,464
2029	\$1.74	\$10,993,334
2030	\$1.74	\$11,342,666

all as provided in Resolution No. 938-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

NOTICE

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
PIERCE COUNTY, WASHINGTON

November 4, 2025

NOTICE IS HEREBY GIVEN that on November 4, 2025, a special election will be held by mail ballot in the above-named school district for the submission to the qualified electors of said school district of the following proposition:

PROPOSITION NO. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
REPLACEMENT EDUCATIONAL PROGRAMS & OPERATIONS LEVY

The Board of Directors of Steilacoom Historical School District No. 1 adopted Resolution No. 938-07-16-25, concerning a proposition supporting educational programs not funded by the state. This proposition would authorize the District to replace an expiring levy by levying the following excess taxes upon all taxable property within the District, to provide support for educational programs and daily operations, including teaching, instructional support, school supplies, athletics and extracurricular activities, and transportation:

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2029	\$1.74	\$10,993,334
2030	\$1.74	\$11,342,666

all as provided in Resolution No. 938-07-16-25. Should this proposition be approved?

YES..... ☐

NO..... ☐

Pierce County Auditor