



511 Chambers Street
Steilacoom, WA 98388

www.steilacoom.k12.wa.us
Phone: 253.983.2200
Fax: 253.584.7198

August 1, 2025

Dear Steilacoom Historical School District Families,

On behalf of our dedicated Board of Directors, teachers, administrators, and support staff, I am excited to welcome you to the 2025–26 school year. Over the summer, our team has been thoughtfully preparing to ensure a safe, engaging, and successful year for all of our students.

At the heart of our work is a deep commitment to the district's mission: *providing the best education for every student*. This mission guides every decision we make, and we are honored to partner with you in supporting your child's growth, achievement, and overall well-being.

Strong partnerships between home and school are essential to student success. We value our connection with families and encourage you to stay involved, ask questions, and explore the many ways to be part of your child's learning experience. We are here to support you every step of the way.

Thank you for being an important part of our school community. We look forward to an amazing year in the Steilacoom Historical School District.

Sincerely,

A handwritten signature in blue ink that reads 'K. Weight'.

Dr. Kathi Weight
Superintendent



2025-2026 Back to School Info

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The best education for every student.
STEILACOOM
 Historical School District No. 1

2025-26 SCHOOL YEAR

DISTRICT OFFICE

511 Chambers Street, Steilacoom, WA 98388

Open Hours • 7:30am-4:00pm

visit our web site for summer and holiday hours

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

www.steilacoom.k12.wa.us • info@steilacoom.k12.wa.us

Kathi Weight, Superintendent

Susanne Beauchaine, Executive Director of Human Resources

Sarah Jahn, Chief Financial Officer

Laurie Vallieres, Executive Director of Teaching & Learning

Shae Emery, Director of Operations

Kari Terjeson, Director of Special Education

Transportation: (253) 584-1365

transportation@steilacoom.k12.wa.us

Food Service: (253) 983-2229

studentnutrition@steilacoom.k12.wa.us

Maintenance & Facilities: (253) 584-7241

Student Enrollment: (253) 983-2228

enrollment@steilacoom.k12.wa.us

Student Services: (253) 983-2238

studentservices@steilacoom.k12.wa.us

ANDERSON ISLAND ELEMENTARY (TK-3)

Mike Miller, Principal

Mailing Address: 511 Chambers Street
Steilacoom, WA 98388

Physical Address: 13005 Camus Road
Anderson Island, WA 98303

Hours • 8:00am-2:30pm

Wednesday ACE Day Release Time – 1:30pm

Half-Day Release Time – 11:30am

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

aieoffice@steilacoom.k12.wa.us



CHERRYDALE PRIMARY (TK-3)

Christine Firth, Principal

Mike Miller, Assistant Principal

1201 Galloway Street
Steilacoom, WA 98388

Hours • 9:05am-3:35pm

Wednesday ACE Day Release Time – 2:35pm

Half-Day Release Time – 12:35pm

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

cherrydaleoffice@steilacoom.k12.wa.us



CHLOE CLARK ELEMENTARY (TK-3)

Loretta Duncan, Principal

Sandy Lee, Dean of Students

1700 Palisade Boulevard
DuPont, WA 98327

Hours • 9:05am-3:35pm

Wednesday ACE Day Release Time – 2:35pm

Half-Day Release Time – 12:35pm

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

chloelarkoffice@steilacoom.k12.wa.us



SALTAR'S POINT ELEMENTARY (4-5)

Alex Clauson, Principal

Angelo Mills, Dean of Students

908 Third Street
Steilacoom, WA 98388

Hours • 8:40am-3:10pm

Wednesday ACE Day Release Time – 2:10pm

Half-Day Release Time – 12:10pm

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

saltarspointoffice@steilacoom.k12.wa.us



PIONEER MIDDLE SCHOOL (6-8)

JoAnne Fernandes, Principal

Kristen Barton, Assistant Principal

John Nystrom, Assistant Principal

1750 Bob's Hollow Lane
DuPont, WA 98327

Hours • 8:10am-2:40pm

Wednesday ACE Day Release Time – 1:40pm

Half-Day Release Time – 11:40am

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

pioneermsoffice@steilacoom.k12.wa.us



STEILACOOM HIGH SCHOOL (9-12)

Jake Tyrrell, Principal

Laura Conklin, Assistant Principal

Hayley Hathaway, Assistant Principal

54 Sentinel Drive
Steilacoom, WA 98388

Hours • 7:35am-2:05pm

Wednesday ACE Day Release Time – 1:05pm

Half-Day Release Time – 11:05am

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

steilacoomhsoffice@steilacoom.k12.wa.us





2025-26 School Year Student Calendar

| AUGUST 2025 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| SEPTEMBER 2025 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| OCTOBER 2025 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| NOVEMBER 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| DECEMBER 2025 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| JANUARY 2026 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

August 2025
 First Day of School 28

September 2025
 Labor Day 1
 ACE Day 3
 ACE Day 10
 ACE Day 17
 ACE Day 24

October 2025
 ACE Day 1
 ACE Day 8
 No School 10
 ACE Day 15
 Conferences - Half-Day 20-24
 ACE Day 29

November 2025
 ACE Day 5
 Veterans Day 11
 ACE Day 12
 ACE Day 19
 Half-Day 26
 Thanksgiving Break 27-28

December 2025
 ACE Day 3
 ACE Day 10
 ACE Day 17
 Winter Break 22-31

January 2026
 Winter Break 1-2
 ACE Day 7
 ACE Day 14
 Martin Luther King Jr Day 19
 ACE Day 21
 Semester Prep Half-Day 23
 ACE Day 28

February 2026
 ACE Day 4
 ACE Day 11
 No School 13
 Presidents' Day 16
 ACE Day 18
 ACE Day 25

March 2026
 ACE Day 4
 ACE Day 11
 No School 13
 ACE Day 18
 ACE Day 25
 Snow Makeup Day 27

April 2026
 Conferences - Half-Day 1-3
 Spring Break 6-10
 ACE Day 15
 ACE Day 22
 ACE Day 29

May 2026
 ACE Day 6
 ACE Day 13
 ACE Day 20
 Snow Makeup Day 22
 Memorial Day 25
 ACE Day 27

June 2026
 ACE Day 3
 ACE Day 10
 Last Day of School Half-Day 12

| FEBRUARY 2026 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

| MARCH 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

| APRIL 2026 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| MAY 2026 | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| JUNE 2026 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| KEY | |
|-----|---------------------------------|
| | No School (Prof. Development) |
| | Holidays |
| | ACE Days (1 Hour Early Release) |
| | Half Days |
| | Snow Makeup Days |
| | Non-School Day |

SUCCESS CONFERENCES

FOR ALL SHSD STUDENTS IN
GRADES 1-5

- Students in grades 1-5 will not attend school on these days except for a Success Conference scheduled with their teacher on either Thursday, August 28 or Friday, August 29
- Parents/guardians will have time to talk about their child's strengths, and what works best when they struggle
- Students will become familiar with their classroom environment, as well as their school as they participate in fun activities
- Teachers and staff will answer any questions students and parents/guardians have
- Staff will be available to assist families with free & reduced lunch forms, ParentSquare, transportation, and more
- Families will receive an invitation to sign up for their Success Conference through a ParentSquare message sent from their child's school on August 19

AUG
28
&
29



SCHOOL EMERGENCY INFORMATION GUIDE

What Families Should Do

The natural instinct for parents or guardians is to come to the school during an emergency to protect their children. However, by doing so, they may endanger themselves and their children. Law enforcement and school personnel are busy responding to the situation. Your arrival or calls may distract them from their work. Please help by following the steps below.



Stay Home

The most important contribution you can make to your student and your own safety may be staying away from the school.



Stay Informed

Information will be shared with families as soon as possible. Please know, in some situations, accurate information may take some time to verify and share.



Be Ready

Be prepared to follow instructions from the District.

You will be reunited with your child as directed by school or public safety officials. Students will ONLY be released to individuals who are documented as emergency contacts and who present a picture ID.

See Something? Say Something!

It takes everyone working together to keep our students safe.

Report any safety concerns
anonymously
Text or Call:
855-745-3674



Safety Terms and Procedures

Modified Lockdown

An emergency response to an actual or potential (non-imminent) threat outside the building; school continues inside the building, all outside activities are discontinued; all exterior doors are locked. No one is allowed in or out of the building. *Examples: animal on grounds or nearby; criminal activity in the area.*

Lockdown

An emergency response to an actual or potential threat inside or outside the building; students and staff will remain in locked classrooms; all exterior doors are locked. No one is allowed in or out of classrooms or the building. Only law enforcement or fire department can override locked doors. *Examples: police emergency, or other hazard near or on school grounds.*

Shelter-in-Place

An emergency response when students and staff may remain inside the building; may need to relocate to a different location within the building and close windows and doors. *Examples: extreme weather, chemical spill.*

Evacuation

An emergency response when a building needs to be vacated and students and staff moved to a new location. *Examples: fire, chemical spill.*

We are committed to student and staff safety.

Monthly Drills and Training

Campus Supervisors at 6-12 Schools

Grounds and Facility Enhancements

Single-Point Entry at All Schools

Partnership with Law Enforcement



HOW YOU CAN HELP

- Ensure your child's school has up-to-date information (phone, email, and address) for you and **ALL** emergency contacts. The District's notification system uses this data to contact you.
- Have current Emergency Contact information on your child's record in the event of an unplanned early dismissal.
- Know that District and school administrators and law enforcement are the **only** official source of information in a school emergency.

**Check and update your
Emergency Contact
information today!**





ParentSquare

For the 2025–26 school year, Steilacoom Historical School District will continue to use ParentSquare as our platform for all district communication.

- Mobile App & Web Portal
- Classroom Communication
- Group/Club/Athletics Communication
- Emergency Notifications
- Direct Messaging
- Directory
- StudentSquare
- Forms and Permission Slips
- Conference Sign-Ups
- Newsletters
- Calendar/RSVP
- Surveys
- And More!

For New SHSD Families and Students

1 ACTIVATE ACCOUNT

Go to <https://www.parentsquare.com/signin> and in the Sign Up/Create password section, enter your email or cell phone number provided upon student registration and activate your account.

2 DOWNLOAD APP

It's easy to stay in the loop with the ParentSquare app for families, and the StudentSquare app for students in grades 6–12. Download it now!

ParentSquare



StudentSquare



3 SET PREFERENCES

Click your name in the top right to visit your account page and set your notification and language preferences.

4 YOU'RE ALL SET

All SHSD families can receive and send messages with teachers, schools, and extracurricular groups for all family members in one place! Pioneer Middle School and Steilacoom High School students can download the StudentSquare app for all student school communication needs.



SKYWARD FAMILY ACCESS

makes it easy to be active in your child's education!

Skyward Family Access is an easy and useful online tool that allows parents and guardians to monitor their child's grades, attendance, academic history, and more!

With the Family Access web portal, you can review your child's progress with just a "point and click" from your home or office. Your Family Access password and user name will work for all children currently enrolled in the District who live in your household, regardless of grade level or school.

For any Skyward questions, please email or call your school office.

WITH FAMILY ACCESS, YOU CAN VIEW:

- bus route & stop information
- food service info (benefits, purchases, etc.)
- grades & missing assignments
- class schedules
- attendance & discipline history
- health & immunization information
- emergency contact information

GETTING STARTED:

- Visit <https://www.steilacoom.k12.wa.us/>
- Click on the Skyward icon just below the large photo on the homepage
- Login ID (example): parenjoh000
Name Key = up to first 5 letters of last name, followed by up to first 3 letters of first name, followed by 3 zeros (000)
- Password (temporary): Steilacoom#1

SKYWARD®
STEILACOOM HISTORICAL SCHOOL DISTRICT
Steilacoom SD

Login ID:

Password:

[Forgot your Login/Password?](#)

STAY IN THE KNOW WITH SKYWARD MOBILE ACCESS

This free app empowers students and their families to keep track of all their grades, schedules, attendance, and more.

Download the free Skyward app today!



INFORM YOUR CHILD'S SCHOOL OFFICE OF UPDATED CONTACT INFORMATION!

The Skyward Student Information System is connected to [ParentSquare](#), our parent notification system.

ParentSquare is a system used to communicate important messages via email, app, and/or telephone. These messages can be from the District Office or your child's school, and can include information about school closures due to adverse weather, attendance information, and school news.

TOUCHBASE ONLINE PAYMENTS



Touchbase payment portal works in conjunction with your **Family Access login and password** to allow online payments with VISA and MasterCard debit and credit cards. The website securely accepts payment over the internet any time of the day or night; payments are reflected on the student's account within a few hours of payment. The District does not store credit card information, but past receipts can be reprinted at any time.

For any Touchbase questions, please email or call your school office.

- **THERE ARE NO CONVENIENCE FEES FOR ONLINE PURCHASES, INCLUDING FOOD SERVICE**

YOU CAN MAKE PAYMENTS FOR:

- food service
- ASB athletic & club fees
- field trip fees
- library & other student fines
- donations to schools, clubs, or sports teams

GETTING STARTED:

- Visit bit.ly/SHSD_Payments
- Login with your Family Access login information.
- Once logged in, click on your child's name and then click on "Items at Student's School." Choose appropriate category, then select the desired item for purchase. If a fine or fee exists on your child's account, a red message will appear. **ALL FINES MUST BE PAID** before other items can be purchased. **This does not apply to Food Service payments.**
- To shop for a different student, click on the "Your Family" link at the top of the screen and select the desired student.
- After selecting all purchases, select "Checkout" and follow the prompts.
- Guests/community members can donate to a school, club, or sports team by clicking the "Guests" option on the Touchbase homepage to create an account.

STEILACOOM
Historical School District No. 1

Online Payment Portal

Steilacoom School District's Payments Portal

With this system parents/guardians are able to shop for items at their student's schools and pay fines/fees using credit or debit cards. TouchBase is a secure site.

Use your Skyward Parent Access username as your username and setup a password and get started today.

User Name = Your Skyward Family Access User Name

User Name:

Password:

Sign In

1st Time Parents

Set your password to create an account.

Username: Your Skyward Parent Access Username

Password: [Set Password](#)

It may take up to 24 hours after registering with the district before being able to log in here.

1st Time Guests

A guest account allows you to make purchases unassociated with a parent/student account.

Do not use a guest account if you have a student in attendance.

[Create Account](#)

Forgot Username or Password?

To recover your username or reset your password.

[Forgot Username or Password](#)

FOOD SERVICE SHS 0.00 [Buy](#)

Payments will post to your child's account at 6:55 AM, 10:30 AM, 11:45 AM, 5:00 PM and 10:00 PM.

Shop

[Items At Student's School](#)

[Items for Sale District Wide](#)

[Pay Fines/Fees](#)

[Register for Athletics and Activities](#)

Reports

[Purchase History](#)

[Reprint Receipts](#)

[Unpaid Fines/Fees](#)

[On Account History](#)

Visit bit.ly/SHSD_Payments or scan the QR code to make payments in Touchbase



Steilacoom Historical School District 2025-2026 Student Fee Schedule

| DISTRICTWIDE | | | |
|---|---------------|---|----------------------------|
| School Field Trips | Price Varies | Lost or Damaged Equipment | Replacement or Repair Cost |
| NSF Check Fee | 25.00 | Lost or Damaged Library or Textbook | Replacement Cost |
| | | Chromebook fees | Next Page |
| MEAL PRICES | | | |
| Breakfast (K-5) | 3.00 | Breakfast (6-12) | 3.50 |
| Lunch (K-5) | 4.25 | Lunch (6-12) | 4.50 |
| PIONEER MIDDLE SCHOOL | | | |
| Yearbook (subject to vendor pricing) | approx. 35.00 | | |
| ASB Fees and Extracurricular Participation (Fee Waiver Eligible) | | | |
| ASB Card with ASB sticker/logo required for all ASB activities | 15.00 | Athletic Fee | 45.00 |
| ASB Clubs (except Builder's Club - no cost) | 15.00 | Baseball Uniform (1st Year) | 36.00 |
| ASB Sponsored Field Trip | Price Varies | Choir Fee | 15.00 |
| Dance Team Uniform (vendor pricing) | Price Varies | Choir Uniform Rental | 25.00 |
| STEILACOOM HIGH SCHOOL | | | |
| Yearbook (subject to vendor pricing) | approx. 70.00 | BYU Credit Recovery | Varies by class |
| Athletic Event Prices (Non-Playoff Games Free for SHS Students with an ASB Card) | | | |
| Online ticket sales - \$1.00 per ticket service charge | | | |
| Gate Ticket - Adults and SHS Students w/o ASB Card | 7.00 | Gate Ticket - Seniors (62+) | 3.00 |
| Gate Ticket - Visiting Students w/ASB Card, Military w/ID, All Students Grades 6-8 | 5.00 | Family Pass (Limit 4 People) | 20.00 |
| Gate Ticket - All Students Grades K-5 | 3.00 | Steilly Pass (Season Pass, 1 per Adult) | Varies per season/sport |
| ASB Fees and Extracurricular Participation (Fee Waiver Eligible) | | | |
| ASB Card with ASB sticker/logo required for all clubs and sports | 50.00 | | |
| Club Fees/ASB Card Also Required | | | |
| Anime Club | 10.00 | FCCLA | 25.00 |
| Band | 25.00 | HOSA | 25.00 |
| Band Uniform Rental | 25.00 | Key Club | 15.00 |
| Cheer | 50.00 | Leadership | 15.00 |
| Choir | 25.00 | Math Team | 5.00 |
| Choir Uniform Rental | 25.00 | National Honor Society (first year) | 10.00 |
| DECA | 25.00 | National Honor Society (subsequent years) | 5.00 |
| Digital Gaming | 5.00 | All Other Clubs | 0.00 |
| Athletic Fees/ASB Card Also Required | | | |
| Baseball/Fastpitch | 100.00 | Soccer | 75.00 |
| Basketball | 100.00 | Swimming | 75.00 |
| Bowling | 75.00 | Tennis | 75.00 |
| Cross Country | 75.00 | Track | 75.00 |
| Football | 150.00 | Volleyball | 100.00 |
| Golf | 75.00 | Wrestling | 100.00 |
| ASB Fee Waiver Eligibility | | | |
| Available for any student who qualifies for free or reduced lunch through the National School Lunch Program <u>AND</u> the family consents to share the eligibility with the ASB program for the waivers. | | | |

CHROMEBOOK FEES

Repairs or Theft (Police report required for theft)

| | | | |
|--|-------------------------------|--------------------|----------------------------------|
| First Incident (unless intentional) | Lesser of \$25 or repair cost | Second Incident | Repair Cost or 275.00 to Replace |
| Repair/Replacement Costs | | | |
| Bezel (Screen frame) | 65.00 | Keyboard | 95.00 |
| Camera Lens | 75.00 | Key (Individual) | 25.00 |
| Case (Top or Bottom) | 85.00 | Power Cord | 25.00 |
| Touchpad | 75.00 | Protective Case | 25.00 |
| Hinge | 25.00 | Screen - Non-touch | 75.00 |
| Note: Repairs of Charging Ports and Headphone Jacks are not possible | | Screen - Touch | 150.00 |

Family Guide for MEDICATIONS at SCHOOL

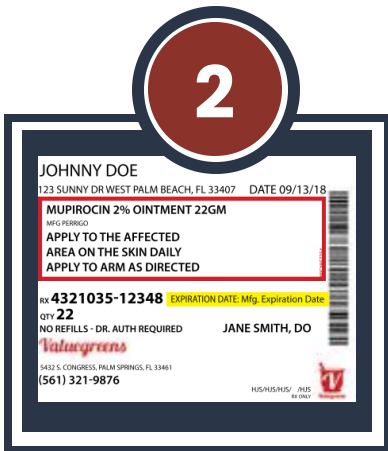
State or federal law requires that a form must be completed and signed by both parent/guardian and a licensed health care provider with prescriptive authority for ALL medications to be given at school, including over-the-counter medications. **This form needs to be renewed at the beginning of each year.**



1. A new order form for medication at school is required each school year and for any changes. This includes medications and treatments ordered on the Physician's Orders for Medication at School form, EpiPen Request and Treatment Plan form, Asthma Medication and Treatment Plan form, Seizure Action Plan form, Feeding Tube Order Set form, and the Orders for Students with Diabetes form.

The form must be **completed and signed by the prescribing physician** for each medication.

The form must also have the **parent/guardian's signature** in order for the medication to be administered.



2. Prescribed medication **must match physician's order**, be in the **original container** with a **pharmacy label that is not expired**, showing the student's name, physician's name, medication name, dose and administration information, prescription number, prescription date, and medication expiration date.

Medication must be **delivered to the school by the custodial parent/guardian**, not your child. A medication count and co-signature for the delivery and receipt of the medication will be required.

Over-the-counter medications must be in the original, unopened container, not expired, and labeled with the student's name.

All requirements listed above must be met at the beginning of each school year for the medication to be received and administered to the student at school.

See District Policy 3416 and Procedure 3416P Medication at School

Please don't hesitate to reach out with any questions
(253) 983-2238 or ehofbauer@steilacoom.k12.wa.us



Welcome, Parents of Durham Bus Students

Meet Pride, Our Safety Hero

Pride is our safety mascot here at Durham School Services. He helps to teach our young riders how to behave safely in and around the bus. Learn how to be safe with Pride by [watching our video](#) and [completing the games and activities on our website](#).



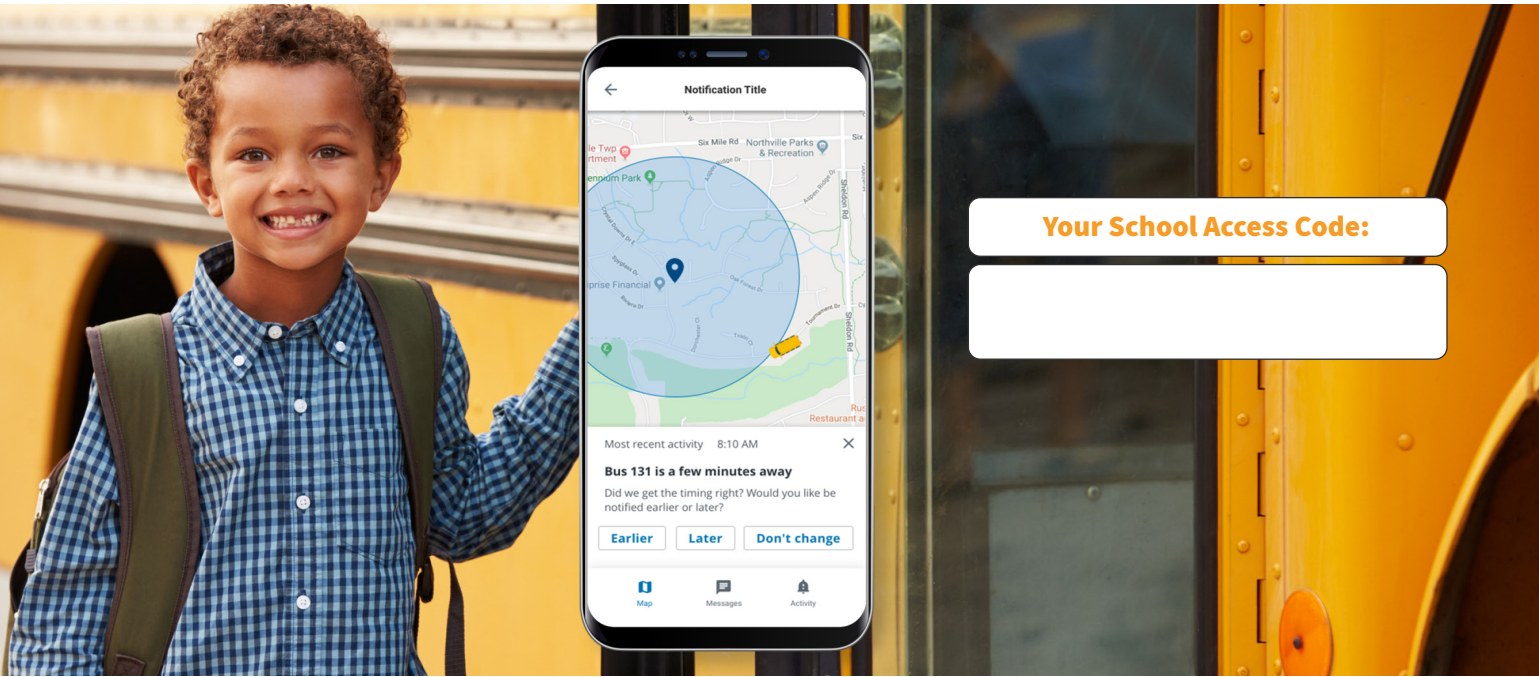
Pride

Students: Remember to Ride with Pride!

- P** **Pay attention to the Danger Zone.** The Danger Zone is the area around the bus. It is hard for the driver to see you when you are in the Danger Zone.
- R** **Respect others and the bus.** Talk quietly with a friend. Don't throw things inside the bus or out the windows. Keep the bus clean.
- I** **Inside, stay seated.** Sit facing forward and keep the aisles clear. Keep head, hands, and feet inside the bus.
- D** **Don't Run.** Running for the bus could cause you to trip or fall.
- E** **Exit and move out of the Danger Zone.** When you exit the bus, walk away from it. Don't stand near the bus. Don't try to go back on the bus and get anything you left.



BusZone



Know your child got on the bus safely.

Lighten your daily load.

Raising children is a tough job. This easy-to-use mobile app allows you to check on the school bus whenever you want.

Set up BusZone:

1. Download the BusZone app from the App Store or Google Play.
2. Enter the above School Access Code.
3. In the search field, enter the bus or route number you want to follow.
Complete this step for all the buses your students ride throughout the week.
4. Enter your child's unique student ID.
5. Create alert zones around drop-off and pick-up points.

When your child's bus enters an alert zone, you will receive notification by email or text.

Trust that your information is secure.

Security is priority one, especially where student information is concerned. All parent/guardian information is locked down and password protected within the app to prevent unauthorized people from opening the app and viewing the child's bus information.

Have questions? 253-584-1365 OR

Your School Access Code:

Key features

- View a real-time, map-based bus locator
- Guarantee parent/guardian and student information privacy
- Create custom zones for each stop and facility
- Send email alerts and SMS messages
- Available on smartphones and tablets



HOW TO FIND YOUR CHILD'S BUS ROUTE IN SKYWARD

Find your child's pick up & drop off times and stop location information by logging into [Skyward Family Access](#) > Busing Tab

The screenshot shows the Skyward Family Access interface. At the top, it says 'Family Access' and 'All Students'. A user profile for 'JENNIFER DOE' is visible with links for 'My Account', 'Email History', and 'Exit'. The main content area is titled 'Busing' and shows the student's name 'JANE'. Below this, it lists 'AM Bus Number: 12' and 'PM Bus Number: 12'. A table displays the bus routes:

| Route Type | Route | Stop Type | Bus Stop | Arrives | Days |
|-------------|-------|-----------|--------------------|---------|------|
| To School | 12CDS | Pickup | UNION AVE@CEDAR ST | 8:33 am | |
| From School | 12CDH | Pickup | UNION AVE@CEDAR ST | 4:03 pm | |

Below the table, the student's name 'JULIE' is shown, followed by 'AM Bus Number: 12' and 'PM Bus Number: 12'. A sidebar on the left contains navigation links: Home, New Student Online Enrollment, Ethnicity/Race, Calendar, Attendance, Student Info, Busing (highlighted), and Food Service.

AM Bus Number = Student's pick-up bus number taking student TO SCHOOL

PM Bus Number = Student's drop-off bus number bringing student HOME FROM SCHOOL

More than one child?

First select your child's name, and then select busing

This screenshot shows the Skyward Family Access interface with the 'All Students' dropdown menu open. The menu lists 'All Students', 'JANE DOE', 'JULIE DOE', and 'JUSTIN DOE'. The 'Busing' tab is highlighted in the sidebar. The main content area shows the 'Family Access' header and a 'Select Student' button. Below the dropdown, the 'Route Type' section is visible with options for 'To School' and 'From School'.

Route information is available on our website: www.steilacoom.k12.wa.us/bus

For questions about transportation, please contact Durham School Services at transportation@steilacoom.k12.wa.us or 253-584-1365



How to Navigate your Skyward Food Service Page

Skyward Family Access allows you to access all the following features to manage your child's account from the Food Service page:

- Find your child's key pad number (if you send cash/check with student to cafeteria)
- View your child's balance, payments, and transactions
- Add money to your child's lunch account online (Touchbase Payments)
- Check your child's lunch type of paid, free, or reduced
- Turn on/off your email low balance alerts
- Access the lunch menu calendar
- Limit a la carte/snack purchases

Family Access
All Students

JENNIFER DOE My Account Email History Exit

Home
New Student Online Enrollment
Ethnicity/Race
Calendar
Attendance
Student Info
Busing
Food Service
Schedule

Food Service Applications

Current Account Balance
JANE: \$0.00
Lunch Type: Paid
JULIE: \$0.00
Lunch Type: Paid
JUSTIN: \$0.00
Lunch Type: Paid

Today's Lunch Menu
Lunch Calendars
Print Reports
JANE: Meal Statements |
JULIE: Meal Statements |
JUSTIN: 2021-2022 Meal Statements |

Weekly Purchases For: Mon Jun 12, 2023
Previous Week Next Week

Set Ala Carte Limit

| Student | Total | Key Pad Number |
|---------|--------|----------------|
| JANE | \$0.00 | 84906 |
| JULIE | \$0.00 | 71084 |
| JUSTIN | \$0.00 | 59924 |

Food Service Messages/Links
(CHERRYDALE PRIMARY)
Elementary Meal costs: Breakfast \$2.25, Lunch \$3.50 any single beverage is charged at a la carte rate. Free & Reduced Lunch Applications start on 08/17/2022
For online Food Service payments, please click the "TOUCHBASE PAYMENTS" link below.
>> TOUCHBASE PAYMENTS

Setting A La Carte/Snack Purchase Limits:

Every student is charged the a la carte rate for **any item AFTER their first meal**, regardless of free or reduced eligibility. If your child chooses any additional items, such as snacks or a second meal portion, they will be charged at the a la carte rate. If you want to put a daily limit on the amount of money that can be spent on snack/a la carte purchases:

- Click **Set Ala Carte Limit**. For each child, you can choose between a dollar amount limit per day, or choose "Do Not Allow Purchase." Then click save. (A value of 0.00 means that a limit is not set.)

Daily Ala Carte Limit

This limit does not include purchases of Breakfast or Lunch meals. A value of 0.00 means that a limit is not set.

JANE (CHERRYDALE PRIMARY)
 Set a Limit Do Not Allow Purchase
Daily Ala Carte Limit: 0.00

JULIE (CHERRYDALE PRIMARY)
 Set a Limit Do Not Allow Purchase
Daily Ala Carte Limit: 0.00

JUSTIN (STEILACOOM HIGH)
 Set a Limit Do Not Allow Purchase
Daily Ala Carte Limit: 0.00

Save

Set Ala Carte Limit

| Student | Total | Ke |
|---------|--------|----|
| JANE | \$0.00 | 84 |
| JULIE | \$0.00 | 71 |
| JUSTIN | \$0.00 | 59 |
| Total | \$0.00 | |

Sun Jun 11, 2023
No purchases for this date

Mon Jun 12, 2023
No purchases for this date

Tue Jun 13, 2023
No purchases for this date

Wed Jun 14, 2023
No purchases for this date

Thu Jun 15, 2023
No purchases for this date



Scan or [visit our website](#) for information on applying for free/reduced meals

How to Apply for School Meal Benefits Online

Food service benefits do not carry over from one school year to the next. A new food service application must be completed at the beginning of each school year.

The application process is quick, confidential, and you can watch the status through your Skyward Family Access account.

Login to your Skyward Family Access Account and follow these steps:

- Click "**Food Service**" on the left-hand side menu.
- Along the top of the page, click the drop-down box next to "All Students" and **select a student** from your household – you will only need to fill out one application for your household.
- Click the "**Applications**" link located along the top of this new page.
- Click the "**Add Application**" link.
- Follow the prompts to **complete** and **submit** an application.
- **IMPORTANT:** When entering your electronic signature, be sure that it matches exactly the name you entered in Section 3. For example, if you enter your name with a middle initial, you must include that middle initial in your signature.

The screenshot shows the Skyward Family Access interface. At the top, there's a navigation bar with "Family Access" and "JANE DOE". A dropdown menu is open, showing "2) Choose Student". Below this, there's a "Food Service" section with various links like "Current Account Balance", "Today's Lunch Menu", and "Lunch Calendar". A "3) Choose Applications" callout points to the "Applications" link. Below that, there's a "Food Service Applications" section with a "4) Choose Add Application" callout pointing to the "Add Application" button. The interface also shows a sidebar with navigation options like "Home", "New Student Online Enrollment", "Ethnicity/Race", "Calendar", "Attendance", "Student Info", "Busing", "Food Service", and "Schedule".

- Optional Benefits – Check the box and electronically sign box 7 if you would like to waive other fees.

The screenshot shows the "Household Application for Free and Reduced-Price Meals" form. The form has a sidebar with steps 1 through 7. Step 7, "Other Benefits", is highlighted. The main content area shows a section for "Name of program specific to your school" with checkboxes for "Waive all ASB associated fees" and "Waive AP Testing Fees". Below this, there's a signature line for the parent/guardian, with a "Click to Sign" button and a "Date" field. A red circle highlights the signature line and the "Click to Sign" button. Another red circle highlights the "7. Other Benefits" section header and the checkboxes below it.



Scan or visit our website for information on applying for free/reduced meals

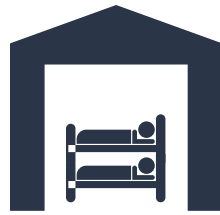


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If your family lives in one of these ...



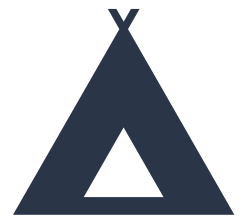
Shelter



With friends
or relatives



Car, park,
abandoned
building, bus or
train station



Motel or
campground

... your school-age child may qualify for certain rights and protections under the McKinney-Vento Act. Please complete the attached housing questionnaire and return to your child's school.

A family may find themselves at a point of transition without a home or struggling to meet the daily living needs of their children.

School counselors and school social workers can help with school and community resources.

If you are not sure if your child is eligible, please contact the McKinney-Vento Liaison.

Your eligible child has the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference and is feasible. If the school district believes that the school you select is not in the best interest of your child, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.
- Receive transportation to and from school, if you request this.
- Receive educational services comparable to those provided to other students, according to your child's needs.

If you believe your child may be eligible, contact your child's school counselor or the district liaison to find out what services and supports may be available. There also may be supports available for your preschool-age children.

**Steilacoom Historical School District
McKinney-Vento Liaison**

Kari Terjeson
(253) 983-2238

kterjeson@steilacoom.k12.wa.us

**Washington State
McKinney-Vento
Program**

homelessed@k12.wa.us

McKinney-Vento (MKV) Program Student Housing Questionnaire 2025-2026



Are you experiencing housing instability?

Answering the following questions help determine services your child(ren) may be eligible to receive under the McKinney-Vento Act 42 U.S.C. 11435. The McKinney-Vento Act provides services and supports for children and youth experiencing homelessness. For more information, please see reverse side. Please complete this form at the beginning of every school year and/or when a change in your housing status occurs.

If the student lives in a home owned or rented by the parent or guardian, you do not need to complete this form unless there are inadequate facilities (no water, heat, electricity, etc.).

If you are experiencing housing instability and **do not** own or pay rent for your home or apartment, please check all that apply in this section for your current housing situation:

- | | |
|--|--|
| <input type="checkbox"/> In a motel/hotel | <input type="checkbox"/> Temporarily living with another person/family due to economic hardship |
| <input type="checkbox"/> In a shelter Shelter Name: _____ Date Moved In: _____ | <input type="checkbox"/> In a residence with inadequate facilities (no water, heat, electricity, etc.) |
| <input type="checkbox"/> In a transitional housing program Program Name: _____ Date Moved In: _____ | <input type="checkbox"/> Temporarily displaced due to fire, natural disaster, etc. |
| <input type="checkbox"/> Moving from place to place/couchsurfing | <input type="checkbox"/> Unsheltered (car, park, campsite, or similar location) |

List ALL school-aged children living with you (PLEASE PRINT CLEARLY):

Name: _____ DOB: _____ Age: ____ M F X School: _____
Name: _____ DOB: _____ Age: ____ M F X School: _____
Name: _____ DOB: _____ Age: ____ M F X School: _____

- Student(s) is/are unaccompanied (not living with parent/legal guardian) Student(s) is/are living with parent/legal guardian
- The student(s) named above have younger siblings/children (not yet school age) who are in need of developmental screening, community support, or referrals to early childhood services. The District's McKinney-Vento liaison may be able to assist you with age-appropriate resources.
- I require an interpreter in: _____ (Primary Language)

Current Address (where you are **currently** living): _____

This address is a: Shelter Hotel/Motel Transitional Housing Temporary Residence/Location

Mailing Address (if different): _____

Phone Number: _____ E-mail Address: _____

Print Parent/Legal Guardian/Unaccompanied Youth Name: _____ Relationship: _____

**Signature of Parent/Legal Guardian/Unaccompanied Youth): _____ Date: _____

****I declare under penalty of perjury under the laws of the State of Washington that the information provided is true and correct.**

Submit completed form to: enrollment@steilacoom.k12.wa.us

Steilacoom Hist. School Dist., Enrollment Dept., 511 Chambers St., Steilacoom, WA 98388 **Attn: Kari Terjeson, District Liaison**

For School Personnel Only: For data collection purposes and student information system coding

(N) Not Homeless (A) Shelters (B) Doubled-Up (C) Unsheltered (D) Hotels/Motels

McKinney-Vento Act 42 U.S.C. 11435

SEC. 725. DEFINITIONS.

For purposes of this subtitle:

- (1) The terms “enroll” and “enrollment” include attending classes and participating fully in school activities.
- (2) The term “homeless children and youths”
 - (A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and
 - (B) includes:
 - (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals;
 - (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));
 - (iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
 - (iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii)
- (3) The term “unaccompanied youth” includes a youth not in the physical custody of a parent or guardian.

Additional Resources

Parent information and resources can be found at the following:

- National Center for Homeless Education (NCHE) — <https://nche.ed.gov/>
- National Association for the Education of Homeless Children and Youth (NAEH CY) — <https://naehcy.org/>
- SchoolHouse Connection — <https://schoolhouseconnection.org/>



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VOLUNTEERS make a difference!



Looking for a way to make a difference in our schools?

SHSD's VOLUNTEERS provide support for our schools through direct services for students (chaperoning, helping in classrooms, reading to students) and through indirect services (PTA, Booster Club, athletics). Students and staff truly appreciate the gift of your time and efforts to make Steilacoom Historical School District a great place to learn and grow!



TO VOLUNTEER IN OUR SCHOOLS:

- Scan the QR code below or visit our website at <http://www.steilacoom.k12.wa.us/volunteers> to complete the online application
- After your application is processed, you will receive an email with next steps

Questions?

Email us at:
shsdvolunteers@steilacoom.k12.wa.us

