



STEILACOOM HISTORICAL SCHOOL DISTRICT

Regular Board Meeting Agenda

Wednesday, January 21, 2026 at 6:00 PM

Steilacoom Historical School District Professional Development Center

<https://steilacoom-k12-wa-us.zoom.us/j/89036121777>

Page

1. OPENING ITEMS

- 1.1 Call the Meeting to Order
- 1.2 Pledge of Allegiance
- 1.3 Roll Call
- 1.4 Agenda Review
- 1.5 Approval of Agenda
Vote

2. PRESENTATIONS

- 2.1 Presentation of SHSD Challenge Coin
Chair Scott
- 2.2 Cherrydale Primary School Recognition 5 - 8
[Cherrydale Transition to Kindergarten Program](#) 
Christine Firth
- 2.3 National Board Certified Teacher Recognition 9 - 16
[National Board Certification Recognition 2026](#) 
Laurie Vallieres
- 2.4 School Board Appreciation
Superintendent Weight

3. COMMENTS FROM THE AUDIENCE

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.

3.1 Comments from the Audience

4. REPORTS

- | | | |
|-----|--|---------|
| 4.1 | Budget Status Report
Budget Status Report 
Sarah Jahn | 17 - 20 |
| 4.2 | Budget Timeline
Budget Calendar 2026-27 
Sarah Jahn | 21 - 22 |

5. 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.

- | | | |
|-----|--|---------|
| 5.1 | Approval of December 2025 and January 2026 Accounts Payable and December 2025 Payroll
December 2025 and January 2026 Accounts Payable and December 2025 Payroll  | 23 - 83 |
| 5.2 | Approval of December 17 2025 Regular Board Meeting Minutes
December 17 2025 Regular Board Meeting Minutes  | 84 - 91 |

- 5.3 Approval of Personnel Reports 92 - 93
[Approval of Certificated Personnel Report](#) 
[Approval of Classified Personnel Report](#) 
- 5.4 Vote to Approve Consent Agenda
Vote

6. NEW BUSINESS

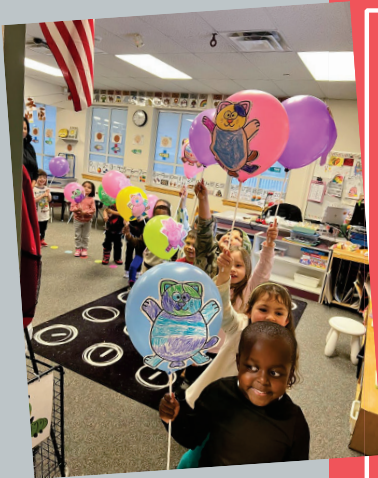
- 6.1 Review and Approval of Board Operating Protocol 94 - 97
[Board Operating Protocol 2026](#) 
Superintendent Weight
Vote
- 6.2 First Reading of Policy 1111 Oath of Office 98 - 101
[Policy 1111 Oath of Office](#) 
Superintendent Weight
Vote
- 6.3 First Reading of Policy 2106 Program Compliance 102 - 104
[Policy 2106 Program Compliance](#) 
Laurie Vallieres
Vote
- 6.4 First Reading of Policy 2108 Learning Assistance Program 105 - 107
[Policy 2108 Learning Assistance Program](#) 
Laurie Vallieres
Vote
- 6.5 First Reading of Policy 2140 Comprehensive School Counseling Program 108 - 110
[Policy 2140 Comprehensive School Counseling Program](#) 
Laurie Vallieres
Vote

6.6	First Reading of Policy 6910 Construction Financing Policy 6910 Construction Financing  Sarah Jahn Vote	111 - 114
6.7	First Reading of Policy 6570 Property and Data Management Policy 6570 Property and Data Management  Shae Emery Vote	115 - 118
6.8	First Reading of Policy 6920 Construction Design Policy 6920 Construction Design  Shae Emery Vote	119 - 121
6.9	First Reading of Policy 6955 Maintenance of Facilities Records Policy 6955 Maintenance of Facilities Records  Shae Emery Vote	122 - 123
6.10	Board Goal - 5000 Series Policy Review 5000 Series Policy Review January 21 2026  Chair Scott/Susanne Beauchaine	124 - 127

7. CLOSING ITEMS

- 7.1 Board Communication
- 7.2 Announcements
- 7.3 Adjourn Meeting
Vote

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



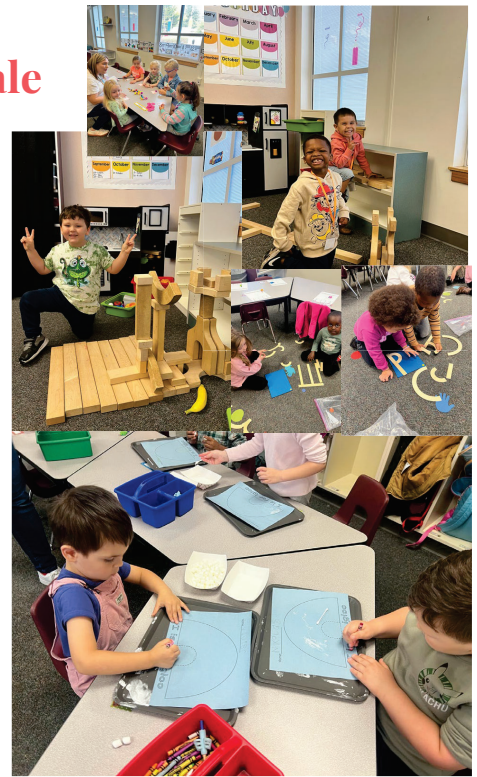
CHERRYDALE TRANSITION TO KINDERGARTEN

Board Presentation
Jan. 21, 2026



Transition to Kindergarten (TK) @ Cherrydale

- 2nd year of having the program at Cherrydale
 - 2024/2025 school year: 17 students enrolled
 - 2025/2026 school year: 18 students enrolled
- Brings the Joy!
- Incredible Staff who Make it Possible





Thank You!

Do you have any
questions?





National Board Certification Recognition

January, 2026

What is a National Board Certificate?

National Board Certification is the most respected professional certification available in education (PK-12th).

New candidates complete four components (performance-based and peer-reviewed).

1. Content Knowledge
2. Differentiation in Instruction
3. Teaching Practice and Learning Environment
4. Effective and Reflective Practitioner



What is a National Board Certificate?

- National Board Certification is voluntary and performance-based, requiring educators to demonstrate real classroom impact through videos, student work, and analytical writing.
- The estimated time commitment is between **200 to 400** hours to complete the certification process.
- Washington ranks in the top 2 states nationally for the percentage of educators who are National Board Certified, reflecting strong professional standards and state support.
- National Board Certified Teachers must renew their certification every five years, demonstrating an ongoing commitment to reflective practice and continuous improvement.
- 10.1% of Steilacoom Historical School District teachers and counselors hold a National Board Certificate this year.



Why pursue a National Board Certificate?

Positive Impact on Student Learning



Professional Growth



Recognition of high level of skill and dedication to teaching



Enhanced Teaching Skills



Network of Professionals



Annual Bonus



New Certificate

**Janelle
Mock**

Steilacoom High School



Maintenance of Certification

Karen Antonowicz

Chloe Clark Elementary



Maintenance of Certification

Stephanie Mateus

Pioneer Middle School



Current National Board SHSD Certificate Holders

Let's Celebrate!

Steilacoom High School



- Renee Chase
- Sarah Dorsch
- Marilyn Wynn
- Janelle Mock

Pioneer Middle School



- Kristen Barton
- Aimee Brown
- Kylie Martin
- Stephanie Mateus
- Trina Swift
- Meleesa York

Cherrydale Primary



- Lanae Olson

Chloe Clark Elementary



- Kaitlyn Almeida
- Karen Antonowicz
- Rod Enos
- Shannon Schmitz
- Caroline Sanne

Saltar's Point Elementary



- Deirdre Davis
- Keane Hansen





January 2026

To: Dr. Kathi Weight, Superintendent

From: Sarah Jahn

Subject: Financial Update for December 2025 and January enrollment

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

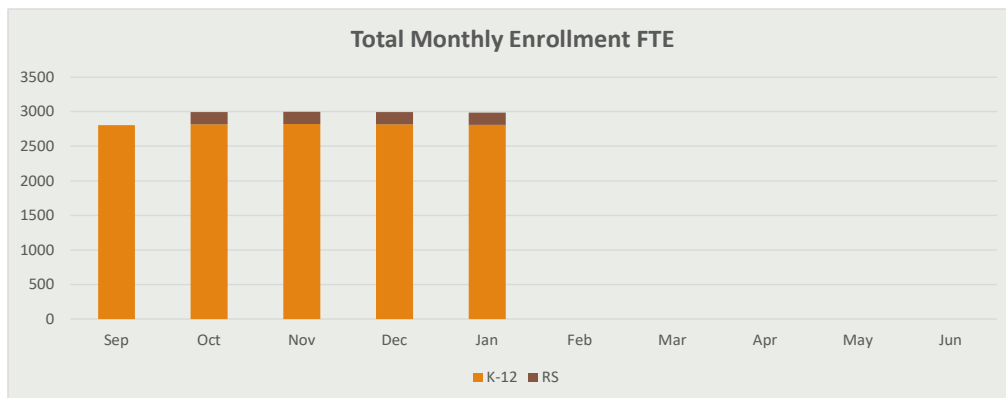
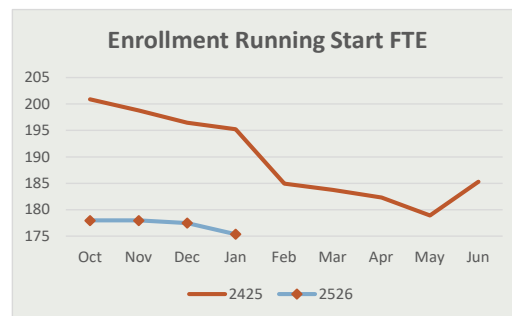
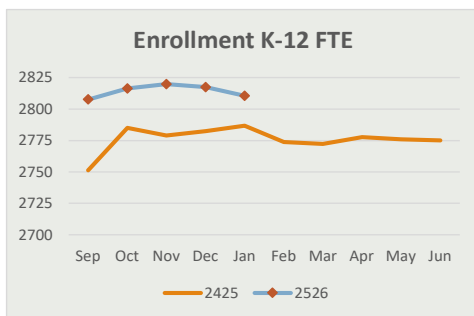
K-12 average enrollment year to date continues to be just below projection - no significant change from last month.

Overall cash flow and fund balances follow the expected declines between October and April tax receipts.

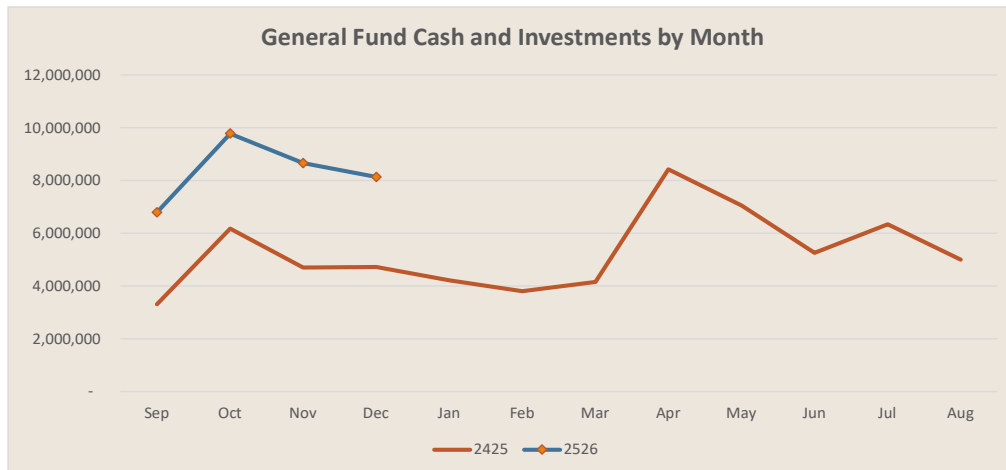
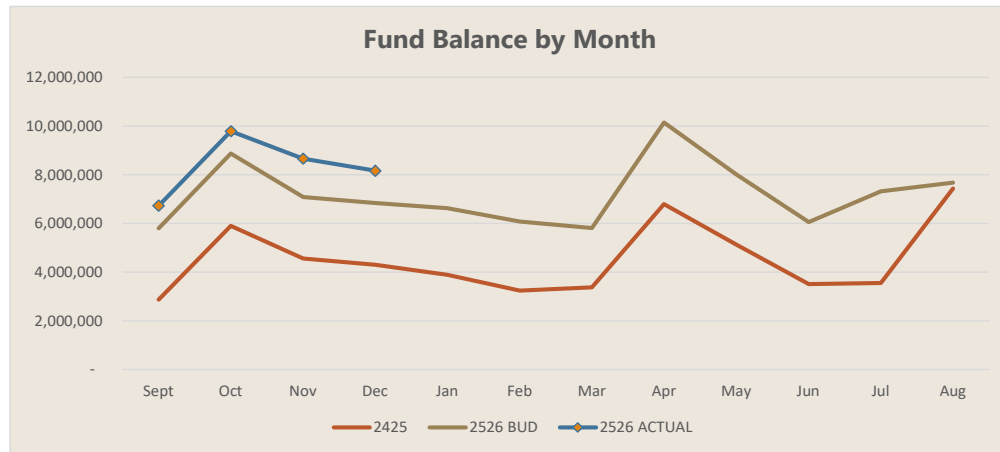


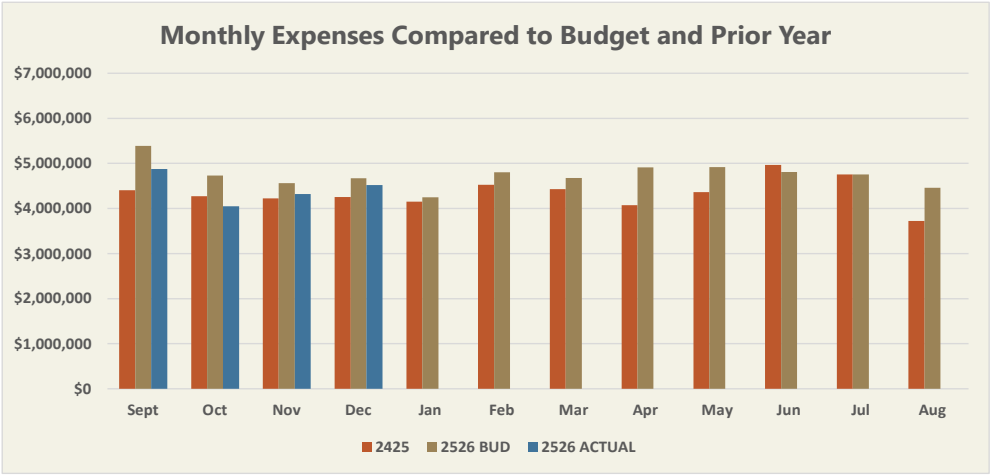
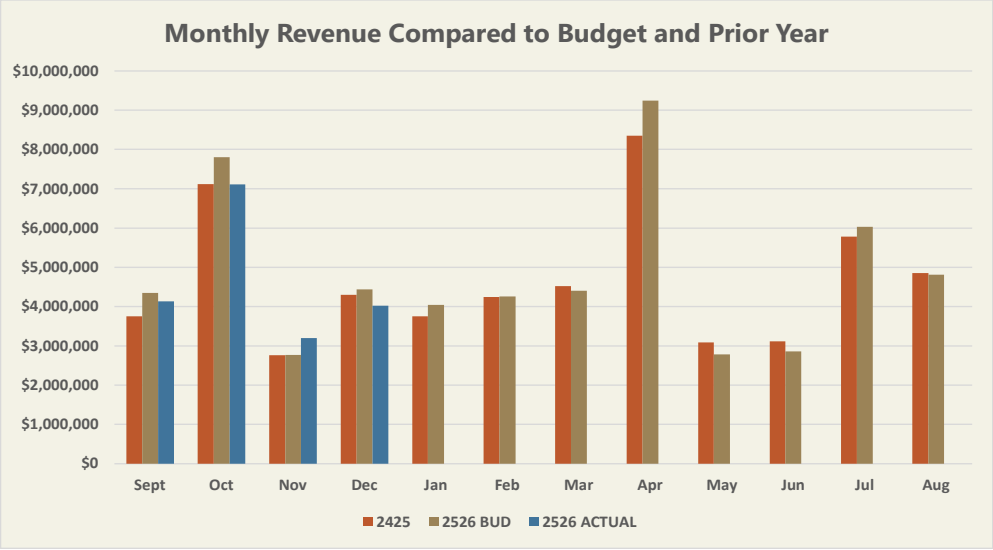
2025-26 Budget Status Report
Executive Summary
December 31, 2025

Enrollment		<u>Current Month</u>
Budgeted FTE (K-12 w/RS)		3,021.00
Actual Average Annual FTE (average of all months to date)		2,997.73
FTE Over/Under Budget		(23.27)
AVG TK:		39.99



General Fund	Fund Balance	Cash
Prev Month End	8,666,568	8,660,112
Curr Month End	8,166,597	8,136,827
Inc/(Dec)	(499,971)	(523,285)
FB as a % of Exp	15.06%	





STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Agenda Item: Budget Calendar

Board Meeting Date: January 21, 2026

Strategic Focus Area

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

BACKGROUND INFORMATION

The Budget Calendar is a timeline of the budget process. Sharing this information with the board and the public increases transparency in the budget process.

RECOMMENDED ACTION:

No action needed. Information item.

Report prepared by:

Sarah Jahn, Chief Finance Officer

Budget Calendar

Development of the 2026-27 Budget

<i>Month</i>	<i>Activity</i>
<i>December 2025</i>	Enrollment projections Revenue estimate 15 th – Governor’s budget released
<i>January 2026</i>	Legislative session begins Preliminary staffing estimates Current year budget extension draft, if needed
<i>February</i>	Preliminary apportionment calculation (F-203) Updated staffing estimates based on enrollment and revenue drafts
<i>March</i>	Initial budget meetings (departments, schools)
<i>April</i>	Finalize enrollment and revenues Finalize staffing requirements Finalize department/school budgets Legislative session ends
<i>May</i>	Adjust final draft budget for legislative changes 20 th – Final draft budget to School Board
<i>July</i>	1 st – Public Notice on 2026-27 Budget 8 th – Public Notice on 2026-27 Budget 15 th – School Board – budget adopted

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: January 21, 2026

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
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
<u>GENERAL FUND:</u>					
	Payroll	800987	to	800989	\$ 9,903.37
	Payroll A/P	136341	to	136356	\$ 580,882.45
	Payroll ACH Payments				\$ 475,425.05
	Payroll Taxes				\$ 663,780.57
	Direct Deposit				\$ 1,858,626.49
December 29, 2026	Accounts Payable	136357	to	136357	\$ 1,105,964.64
January 6, 2026	Accounts Payable	136358	to	136396	\$ 229,717.56
January 6, 2026	Accounts Payable	136397	to	136409	\$ 288,610.66
January 9, 2026	Accounts Payable	136410	to	1362411	\$ 3,707.42
January 9, 2026	Accounts Payable VOID	136251	&	136347	\$ (3,707.42)
December 19, 2025	Accounts Payable VOID		to		\$ (702,648.78)
January 9, 2026	Accounts Payable ACH	202500043	to	202500044	\$ 6,161.93
January 8, 2026	Accounts Payable ACH	202500037	to	202500037	\$ 32,123.50
TOTAL GENERAL FUND:					\$ 4,548,547.44
<u>CAPITAL PROJECTS FUND:</u>					
January 6, 2026	Accounts Payable	200685	to	200687	\$ 4,213.10
January 8, 2026	Accounts Payable ACH	202500038	to	202500038	\$ 120.00
TOTAL CAPITAL PROJECTS FUND:					\$ 4,333.10
<u>ASSOCIATED STUDENT BODY FUND:</u>					
December 29, 2025	Accounts Payable	405776	to	405776	\$ 5,208.26
January 6, 2026	Accounts Payable	405777	to	405781	\$ 3,594.66
December 19, 2025	Accounts Payable VOID		to		\$ (4,066.88)
January 9, 2026	Accounts Payable ACH	202500041	to	202500042	\$ 184.36
January 8, 2026	Accounts Payable ACH	202500039	to	202500039	\$ 7,537.36
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 12,457.76

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
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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$1,139,205.62. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500032 through 202500036, totaling \$1,139,205.62

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
202500032	KEYBANK NATIONAL ASSOCIATION	12/31/2025	20251231AD1FIC	Payroll accrual	0	161,571.15	663,780.57
			20251231AD1FIT	Payroll accrual	0	246,894.03	
			20251231AD1FIT+	Payroll accrual	0	16,736.33	
			20251231AD1Med	Payroll accrual	0	38,612.67	
			20251231AF1FIC	Payroll accrual	0	161,571.15	
			20251231AF1Med	Payroll accrual	0	38,395.24	
202500033	*KEYBANK NA - OMNI	12/31/2025	20251231ADA101	Payroll accrual	0	1,400.00	23,600.40
			20251231ADA104	Payroll accrual	0	5,637.50	
			20251231ADA104R	Payroll accrual	0	78.90	
			20251231ADA105	Payroll accrual	0	2,238.00	
			20251231ADA105R	Payroll accrual	0	4,813.00	
			20251231ADA106	Payroll accrual	0	200.00	
			20251231ADA107	Payroll accrual	0	500.00	
			20251231ADA108	Payroll accrual	0	1,100.00	
			20251231ADA108R	Payroll accrual	0	2,465.00	
			20251231ADA109	Payroll accrual	0	4,668.00	
			20251231ADA109R	Payroll accrual	0	500.00	
202500034	*KEYBANK NA - DSHS	12/31/2025	20251231ADCS%50	Payroll accrual	0	2,032.44	2,032.44
202500035	*KEYBANK NA - DRS	12/31/2025	20251231AD1ReE0	Payroll accrual	0	0.00	422,484.88
			20251231AD1ReE2	Payroll accrual	0	26,957.50	
			20251231AD1ReE3	Payroll accrual	0	17,508.52	
			20251231AD1ReT0	Payroll accrual	0	0.00	
			20251231AD1ReT2	Payroll accrual	0	49,661.00	
			20251231AD1ReT3	Payroll accrual	0	102,011.32	
			20251231ADA81%3	Payroll accrual	0	2,333.86	
			20251231ADA8103	Payroll accrual	0	18,855.00	
			20251231ADA8113	Payroll accrual	0	2,195.00	
			20251231ADDCP R	Payroll accrual	0	4,100.00	
			20251231ADDCP*R	Payroll accrual	0	428.34	
			20251231AF1ReE0	Payroll accrual	0	0.00	
			20251231AF1ReE2	Payroll accrual	0	27,742.49	
			20251231AF1ReE3	Payroll accrual	0	16,276.18	
			20251231AF1ReT0	Payroll accrual	0	0.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20251231AF1ReT2	Payroll accrual	0	50,980.54	
			20251231AF1ReT3	Payroll accrual	0	103,435.13	
202500036	*KEYBANK NA - VEBA	12/31/2025	20251231ADV1119	Payroll accrual	0	3,000.00	27,307.33
			20251231ADV2119	Payroll accrual	0	5,000.00	
			20251231ADV3119	Payroll accrual	0	16,269.74	
			20251231ADV3ps	Payroll accrual	0	1,237.59	
			20251231ADV4119	Payroll accrual	0	1,500.00	
			20251231ADV4ps	Payroll accrual	0	300.00	

5 Wire Transfer Check(s) For a Total of 1,139,205.62

0	Manual	Checks For a Total of	0.00
5	Wire Transfer	Checks For a Total of	1,139,205.62
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	1,139,205.62
Less	0	Voided	0.00
		Net Amount	1,139,205.62

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$580,882.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 136341 through 136356, totaling \$580,882.45

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
136341	*DVM INSURANCE AGENCY - DBA NA	12/31/2025	20251231ADNWPI	Payroll accrual	0	259.05	259.05
136342	*EMPLOY SEC DEPTS - WA LTC	12/31/2025	20251231AD1WLTC	Payroll accrual	0	13,284.77	13,284.77
136343	*EMPLOYMENT SECURITY DEPARTMEN	12/31/2025	20251231AD1PFML	Payroll accrual	0	17,334.72	24,236.96
			20251231AF1PFML	Payroll accrual	0	6,902.24	
136344	*ESD UNEMPLOYMENT POOL	12/31/2025	20251231AF1UC	Payroll accrual	0	6,219.32	6,219.32
136345	*EXPERIAN	12/31/2025	20251231ADNWEXP	Payroll accrual	0	25.50	25.50
136346	*LEGAL ACCESS CONSULTING LLC -	12/31/2025	20251231ADNWLE	Payroll accrual	0	97.72	97.72
136347	*PIERCE COUNTY SUPERIOR COURT	12/31/2025	20251231ADZ1008	Payroll accrual	0	1,853.71	1,853.71
136348	*PUGET SOUND WORKERS COMP TRUS	12/31/2025	20251231AD1WC	Payroll accrual	0	3,871.10	20,399.22
			20251231AF1WC	Payroll accrual	0	16,528.12	
136349	*TRANSWORLD SYSTEMS INC	12/31/2025	20251231ADZ1011	Payroll accrual	0	533.02	533.02
136350	*WEA PAYROLL DEDUCTIONS	12/31/2025	20251231ADC0Adj	Payroll accrual	0	-27.23	25,132.53
			20251231ADC0UA	Payroll accrual	0	20,029.10	
			20251231ADC0UB	Payroll accrual	0	203.98	
			20251231ADC0UC	Payroll accrual	0	66.56	
			20251231ADC1UB	Payroll accrual	0	1,350.82	
			20251231ADC1UC	Payroll accrual	0	742.50	
			20251231ADC1UD	Payroll accrual	0	1,026.97	
			20251231ADC1UE	Payroll accrual	0	1,263.24	
			20251231ADC3UB	Payroll accrual	0	47.00	
			20251231ADC4UC	Payroll accrual	0	323.75	
			20251231ADC0US	Payroll accrual	0	105.84	
136351	ARIZONA DEPARTMENT OF ECONOMIC	12/31/2025	20251231ADCSAZ	Payroll accrual	0	447.20	447.20
136352	HCA-SEBB BENEFITS	12/31/2025	20251231AFSEBB	Payroll accrual	0	432,617.00	432,617.00
136353	HCA-SEBB BENEFITS	12/31/2025	20251231ADKP1CR	Payroll accrual	0	140.00	43,705.00
			20251231ADKP1ER	Payroll accrual	0	40.00	
			20251231ADKP2CR	Payroll accrual	0	600.00	
			20251231ADKP2ER	Payroll accrual	0	570.00	
			20251231ADKP2FR	Payroll accrual	0	684.00	
			20251231ADKP3ER	Payroll accrual	0	540.00	
			20251231ADKP3FR	Payroll accrual	0	860.00	
			20251231ADKW1ER	Payroll accrual	0	161.00	
			20251231ADKW2CR	Payroll accrual	0	384.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20251231ADKW2ER	Payroll accrual	0	440.00	
			20251231ADKW2FR	Payroll accrual	0	495.00	
			20251231ADKWSCR	Payroll accrual	0	1,712.00	
			20251231ADKWSEER	Payroll accrual	0	2,465.00	
			20251231ADKWSFR	Payroll accrual	0	2,612.00	
			20251231ADKWSSR	Payroll accrual	0	1,245.00	
			20251231ADPHCR	Payroll accrual	0	1,180.00	
			20251231ADPHER	Payroll accrual	0	1,130.00	
			20251231ADPHFR	Payroll accrual	0	2,075.00	
			20251231ADPHSR	Payroll accrual	0	1,890.00	
			20251231ADPMCR	Payroll accrual	0	150.00	
			20251231ADPMER	Payroll accrual	0	34.00	
			20251231ADPMFR	Payroll accrual	0	153.00	
			20251231ADPMSR	Payroll accrual	0	34.00	
			20251231ADPSCR	Payroll accrual	0	966.00	
			20251231ADPSER	Payroll accrual	0	1,659.00	
			20251231ADPSFR	Payroll accrual	0	2,395.00	
			20251231ADPSSR	Payroll accrual	0	948.00	
			20251231ADV1CR	Payroll accrual	0	364.00	
			20251231ADV1FR	Payroll accrual	0	936.00	
			20251231ADV2ER	Payroll accrual	0	624.00	
			20251231ADV2FR	Payroll accrual	0	936.00	
			20251231ADV2SR	Payroll accrual	0	624.00	
			20251231ADVACR	Payroll accrual	0	2,847.00	
			20251231ADVAER	Payroll accrual	0	2,000.00	
			20251231ADVAFR	Payroll accrual	0	3,800.00	
			20251231ADVASR	Payroll accrual	0	3,025.00	
			20251231ADVHSAC	Payroll accrual	0	37.00	
			20251231ADVHSAE	Payroll accrual	0	84.00	
			20251231ADVHSAF	Payroll accrual	0	189.00	
			20251231ADVHSAS	Payroll accrual	0	42.00	
			20251231ADVUCR	Payroll accrual	0	445.00	
			20251231ADVUER	Payroll accrual	0	925.00	
			20251231ADVUFR	Payroll accrual	0	1,105.00	
			20251231ADVUSR	Payroll accrual	0	160.00	
136354	HCA-SEBB FLEX SPEND	12/31/2025	20251231ADDCFSA	Payroll accrual	0	1,599.89	6,609.74
			20251231ADHCFSA	Payroll accrual	0	5,009.85	
136355	IDAHO CHILD SUPPORT RECEIPTING	12/31/2025	20251231ADCSIDS	Payroll accrual	0	295.00	295.00
136356	The Standard Insurance Company	12/31/2025	20251231ADLTD50	Payroll accrual	0	1,064.29	5,166.71
			20251231ADLTD60	Payroll accrual	0	4,102.42	

16 Computer Check(s) For a Total of 580,882.45

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
16	Computer	Checks For a Total of	580,882.45
Total For 16	Manual, Wire Tran, ACH & Computer	Checks	580,882.45
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	580,882.45

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$1,105,964.64. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 136357 through 136357, totaling \$1,105,964.64

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
136357	DURHAM SCHOOL SERVICES, LP	12/29/2025	00005336GF	STUDENT TRANSPORTATION FY 2025-26: BILLING PERIOD 01-SEP-25 TO 30-SEP 25	82526011	388,885.99	1,105,964.64
			00005704GF	STUDENT TRANSPORTATION FY 2025-26: OCTOBER 2025 GF	82526011	403,315.86	
			00005973GF	STUDENT TRANSPORTATION FY 2025-26: BILLING PERIOD 01-NOV-25 TO 30-NOV-25	82526011	313,762.79	
				1 Computer	Check(s) For a Total of		1,105,964.64

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	1,105,964.64
Total For	1	Manual, Wire Tran, ACH & Computer Checks	1,105,964.64
Less	0	Voided	0.00
		Net Amount	1,105,964.64

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$288,610.66. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:

Warrant Numbers 136397 through 136409, totaling \$288,610.66

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
136397	AMAZON.COM SALES, INC	01/06/2026	113W-GKLQ-3CQ7	PIO - PRINCIPAL SUPPLIES 2025-26SY	2372526008	133.45	6,225.20
			113W-GKLQ-4GJK	STUDENT SVCS - TEACHING SUPPLIES	0	234.45	
			113W-GKLQ-4PQP	SP - TEACHING SUPPLIES	0	14.48	
			13PT-1PVK-3VW9	SP - LIBRARY LABELS & PAPER PLATES	0	46.33	
			1433-KDMR-4LW1	CTE - TEACHING SUPPLIES	0	110.45	
			14HN-YM9L-1WDK	PIO - SCIENCE DEPT. SUPPLIES 2025-26SY	2372526015	129.01	
			16P3-NP9M-3K3V	PIO - MATH DEPT. SUPPLIES 2024-25SY	2372526014	30.73	
			17LT-QNVD-31QD	PIO - PRINCIPAL SUPPLIES 2025-26SY	2372526008	15.89	
			17LT-QNVD-46MF	HR/SAFETY - WARNING SIGNS	0	27.51	
			17NF-WP3F-3K91	CC - Open PO for 25/26 Principal Supplies	1622526002	109.04	
			17QY-CCWV-39KQ	CC - Open PO for 25/26 Teaching Supplies	1622526001	184.16	
			17QY-CCWV-3VQP	CTE - TEACHING SUPPLIES	0	16.14	
			17TL-1JVL-4QMW	CD - Teaching Supplies for	1462526004	148.42	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				25-26 SY.			
			191T-LX3Q-3Y16	CTE - TEACHING SUPPLIES	0	33.98	
			1CYX-VRP9-3WMP	CTE - TEACHING SUPPLIES	0	136.27	
			1DCF-1NPH-3MMM	CTE - TEACHING SUPPLIES	0	538.05	
			1FLD-1WPW-3MCY	PIO - ELA DEPT. SUPPLIES	2372526011	59.27	
				2025-26SY			
			1FRQ-D3J6-3YGY	SP - TEACHING SUPPLIES & KIWANIS DONATION	0	88.57	
			1GNY-NL7W-3LGY	SHS - TEACHING SUPPLIES	0	42.04	
			1H66-1DH4-3CR6	PIO - PRINCIPAL SUPPLIES	2372526008	150.33	
				2025-26SY			
			1H66-1DH4-3TY7	SHS - TEACHING SUPPLIES	0	37.44	
			1JCJ-QXTV-366D	STUDENT SVCS - TEACHING SUPPLIES	0	290.65	
			1KKY-94C3-3QHV	CC - Open PO for 25/26 Teaching Supplies	1622526001	78.85	
			1KYD-PQCK-3C3F	STUDENT SVCS - TEACHING SUPPLIES	0	13.18	
			1KYD-PQCK-3DCW	PIO - SPED DEPT. SUPPLIES 2025-26 SY	2372526017	27.06	
			1KYD-PQCK-3WV4	SHS - TEACHING SUPPLIES & KIWANIS GRANT	0	264.00	
			1MDC-CG44-1PT7	STUDENT SVCS - TEACHING SUPPLIES	0	91.87	
			1MNN-YMVQ-TQQR	PIO - SPED DEPT. SUPPLIES 2025-26 SY	2372526017	338.78	
			1NDT-3D6M-37NC	CD- Art supplies for class project	1462526015	238.10	
			1PGL-QCK9-31DH	CD - Principal Supplies for 25-26 SY.	1462526001	28.61	
			1PNY-MT4D-3N1X	SP - HEALTH ROOM & TEACHING SUPPLIES	0	183.04	
			1Q1L-NJ3W-4J4C	PIO - SCIENCE DEPT. SUPPLIES 2025-26SY	2372526015	207.87	
			1QGR-61CV-4LMD	CTE - TEACHING	0	163.01	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES			
			1R6J-74G6-3NQ4	SHS - TEACHING	0	740.74	
				SUPPLIES (KIWANIS DONATION)			
			1RJJD-PIHY-1WNQ	PIO - SOCIAL	2372526013	45.97	
				STUDIES DEPT. SUPPLIES			
				2025-26SY			
			1TQD-QHRN-3YM7	SHS - TEACHING	0	102.76	
				MATERIALS			
			1VLF-69ML-4NNH	SHS - TEACHING	0	198.94	
				SUPPLIES			
			1W4M-P3GR-3GGC	MAINT - OPEN	102526037	622.99	
				PURCHASE ORDER			
				2025-2026 for			
				SUPPLIES			
			1X77-6GN7-3M4P	PIO - ELA DEPT.	2372526011	176.05	
				SUPPLIES			
				2025-26SY			
			1XHD-D36G-31YP	CTE - TEACHING	0	126.72	
				SUPPLIES			
136398	AMERGIS HEALTHCARE STAFFING SV	01/06/2026	E18167270294	Erica Doppie,	92526008	1,132.74	8,308.54
				Paraeducator			
				contract 25-26SY			
			E18167380294	Jessica Perelgut,	92526021	1,562.30	
				Special Ed			
				Teacher Contract			
				25-26 SY (PIO)			
			E18167500294	Cheryl Hess, LPN	92526022	1,953.00	
				1:1 SP student,			
				Contract 25-26 SY			
			E18167560294	Emily Godfrey LPN	92526003	1,674.00	
				Contract 1:1			
				Student 25-26 SY			
			E18167620294	Colin Schmidt,	92526001	1,986.50	
				1:1 RBT Contract			
				25-26 SY			
136399	CITY OF DUPONT	01/06/2026	000419-000_12.31.25	UTILITIES OPEN	102526006	979.70	6,753.10
				PURCHASE ORDER			
				2025-2026 for			
				Water Only -			
				CHLOE CLARK			
				ELEMENTARY SCHOOL			
			000420-00_12.31.25	UTILITIES OPEN	102526006	222.95	
				PURCHASE ORDER			
				2025-2026 for			
				Water Only -			
				CHLOE CLARK			
				ELEMENTARY			
			000421.00_12.31.25	UTILITIES OPEN	102526006	889.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PURCHASE ORDER 2025-2026 for Water Only - CHLOE CLARK ELEMENTARY			
			000422-000_12.31.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Water Only - CHLOE CLARK ELEMENTARY	102526006	61.49	
			103176-000_12.31.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Water Only - CHLOE CLARK ELEMENTARY	102526005	3,825.43	
			103176-001_12.31.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Water Only - PIONEER MIDDLE SCHOOL	102526005	62.71	
			103176-002_12.31.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Water Only - PIONEER MIDDLE SCHOOL	102526005	355.78	
			103176-003_12.31.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Water Only - PIONEER MIDDLE SCHOOL	102526005	355.78	
136400	FIRST-CITIZENS BANK & TRUST CO	01/06/2026	48386699	DISTRICT COPIERS LEASE FY 2025-26	82526013	7,537.80	7,537.80
136401	LOWE'S / CREDIT SERVICES	01/06/2026	980315	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	78.45	903.40
			980877	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	59.00	
			981711	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	27.69	
			985209	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	39.18	
			991675	OPEN PURCHASE	102526003	46.42	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2025-2026 for SUPPLIES			
			991798	OPEN PURCHASE	102526003	266.44	
				ORDER 2025-2026 for SUPPLIES			
			995172	OPEN PURCHASE	102526003	257.08	
				ORDER 2025-2026 for SUPPLIES			
			997060	OPEN PURCHASE	102526003	168.32	
				ORDER 2025-2026 for SUPPLIES			
			997071	OPEN PURCHASE	102526003	-39.18	
				ORDER 2025-2026 for SUPPLIES			
136402	PETROCARD, INC.	01/06/2026	C929523	STUDENT TRANSPORTATION DIESEL FUEL SUPPLY FY 2025-26	82526017	18,631.57	18,631.57
136403	PIERCE COUNTY SEWER	01/06/2026	1354221_1.1.26	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Sewer Only - PIONEER MIDDLE SCHOOL	102526026	257.14	520.04
			858625_1.1.26	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Sewer Only - CHLOE CLARK ELEMENTARY	102526025	262.90	
136404	PIERCE COUNTY FINANCE	01/06/2026	CI-379372	NOVEMBER 4, 2025 ELECTION COSTS REIMBURSEMENT	0	17,439.89	17,439.89
136405	PUGET SOUND ENERGY	01/06/2026	200002143960_12.31	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Electricity and Natural Gas - PIONEER MIDDLE SCHOOL	102526004	14,126.53	30,997.91
			200008146082_12.31	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Natural Gas - DAC/DO: ADMIN BLDG 511	102526010	393.24	
			200018787412_12.31	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Natural Gas -	102526008	4,024.44	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				STEILACOOM HIGH SCHOOL			
			200023874882_12.31	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Electricity - CHLOE CLARK	102526007	12,152.30	
			220005466069_12.31	ELEMENTARY SCHOOL UTILITIES OPEN PURCHASE ORDER 2025-2026 for Natural Gas - DAC/DO : PDC BLDG	102526010	301.40	
136406	QUINTANARES, ANDREA VICTORIA	01/06/2026	Mreim_12.18.25	DECEMBER 3,10, 2025 MILEAGE REIMBURSEMENT	0	10.36	10.36
136407	SODEXO INC & AFFILIATES	01/06/2026	1002962179	FOOD SERVICE MANAGEMENT FY 2025-26	82526020	168,162.07	168,162.07
136408	TANNER ELECTRIC	01/06/2026	72131000_1.1.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Electric - ANDERSON ISLAND ELEMENTARY	102526032	701.70	701.70
136409	TOWN OF STEILACOOM	01/06/2026	10777.0_12.21.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for WATER/SEWER/ELECTR IC - DAC/DO/MAINT MOD BLDG	102526011	352.57	22,419.08
			1199.1_12.21.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for WATER/SEWER/ELECTR IC - SHSD ADMIN BLDG	102526011	1,452.93	
			1409.0_12.21.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for WATER/SEWER/ELECTR IC - SHSD	102526009	243.70	
			1409.1_12.21.25	STEILACOOM HIGH SCHOOL UTILITIES OPEN PURCHASE ORDER 2025-2026 for WATER/SEWER/ELECTR IC - SHSD	102526009	9,992.70	
				STEILACOOM HIGH			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SCHOOL			
			1884.0_12.21.25	UTILITIES OPEN	102526011	862.60	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SHSD ADMIN			
				BLDG 510			
			2075.0_12.21.25	UTILITIES OPEN	102526012	324.15	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SALTARS			
				POINT ELEMENTARY			
				SCHOOL			
			2456.0_12.21.25	UTILITIES OPEN	102526011	36.51	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - MAINTENANCE			
				CENTER BLDG			
			2456.1_12.21.25	UTILITIES OPEN	102526011	968.16	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SHSD			
				MAINTENANCE			
				CENTER BLDG			
			2662.0_12.21.25	UTILITIES OPEN	102526012	1,159.07	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SALTARS			
				POINT ELEMENTARY			
				SCHOOL			
			2662.1_12.21.25	UTILITIES OPEN	102526012	3,144.50	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SALTARS			
				POINT ELEMENTARY			
				SCHOOL			
			3181.0_12.21.25	UTILITIES OPEN	102526009	63.75	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - STEILACOOM			
				HIGH SCHOOL			
			3533.0_12.21.25	UTILITIES OPEN	102526013	838.06	
				PURCHASE ORDER			
				2025-2026 for			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WATER/SEWER/ELECTR			
				IC - CHERRYDALE			
				PRIMARY SCHOOL			
			3533.1_12.21.25	UTILITIES OPEN	102526013	2,464.35	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - CHERRYDALE			
				PRIMARY SCHOOL			
			6571.0_12.21.2025	UTILITIES OPEN	102526011	516.03	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SHSD PDC			
				BLDG			
			9157.0_12.21.25	UTILITIES OPEN	102526012	0.00	
				PURCHASE ORDER			
				2025-2026 for			
				WATER/SEWER/ELECTR			
				IC - SALTARS			
				POINT ELEMENTARY			
				SCHOOL			
13	Computer			Check(s) For a Total of		288,610.66	

	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
	13	Computer	Checks For a Total of	288,610.66
Total For	13	Manual, Wire Tran, ACH & Computer Checks		288,610.66
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	288,610.66

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$229,717.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 136358 through 136396, totaling \$229,717.56

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
136358	AMAZON.COM SALES, INC	01/06/2026	11W1-WFVR-39VN	CTE - TEACHING SUPPLIES	0	124.61	5,496.23
			13VG-HVJL-3HL6	CC - Open PO for 25/26 Principal Supplies	1622526002	28.48	
			16MH-NKNK-3CWL	CD - Open P.O. for Teaching Supplies for 25-26 SY.	1462526004	69.61	
			17FT-9HPD-YC3M	SP - TEACHING SUPPLIES	0	25.30	
			17GK-WKCQ-TPKR	T&L - TEACHING SUPPLIES DODEA 23	0	86.00	
			17HG-46JJ-434M	CC - Open PO for 25/26 Health Supplies	1622526003	52.60	
			17VN-1VQR-1MH3	T&L - SP DODEA 23 TEACHING SUPPLIES	0	287.00	
			1C7L-1PK6-1VPV	SP - TEACHING SUPPLIES	0	7.04	
			1C7L-1PK6-441T	STUDENT SVCS - TEACHING SUPPLIES	0	16.72	
			1CJF-TCWD-4719	CC - Open PO for 25/26 Teaching Supplies	1622526001	41.54	
			1D39-6Q3X-W3C6	T&L - TEACHING SUPPLIES DODEA 23	0	634.99	
			1DPM-LJP4-YY6L	CD - Teaching Supplies for 25-26 SY.	1462526004	182.64	
			1DX6-VRRT-VQ1K	SP - TEACHING SUPPLIES	0	245.02	
			1DX6-VRRT-WVVM	SP - TEACHING	0	35.12	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES KIWANIS			
				DONATION			
			1FFF-HKDX-4D3D	AIE - PROF DEV	0	76.12	
				SUPPLIES			
			1FFP-PDX7-4C36	CTE - TEACHING	0	134.03	
				SUPPLIES			
			1FQY-LPNV-3MPD	STUDENT SVCS -	0	15.67	
				TEACHING SUPPLIES			
			1GKR-TYR6-WRK1	T&L - TEACHING	0	21.30	
				SUPPLIES DODEA 23			
			1KN3-6PRQ-T7NX	T&L - TEACHING	0	27.72	
				SUPPLIES DODEA 23			
			1KQY-TR7P-WJKH	CC - Open PO for	1622526001	53.68	
				25/26 Teaching			
				Supplies			
			1KQY-TR7P-Y1LN	MAINT - OPEN	102526037	302.06	
				PURCHASE ORDER			
				2025-2026 for			
				SUPPLIES			
			1KWP-VXK1-3T3H	CTE - TEACHING	0	31.59	
				SUPPLIES			
			1KWP-VXK1-41K7	SP - TEACHING	0	6.59	
				SUPPLIES			
			1MMK-X11C-XJJP	T&L - Amazon Open	272526041	52.06	
				PO for Incidental			
				Tech Purchases			
				72-5650			
			1MNN-YMVQ-VLL7	SP - PRINCIPAL'S	0	94.56	
				SUPPLIES			
			1MNN-YMVQ-XRYX	CTE - TEACHING	0	295.81	
				SUPPLIES			
			1NNP-WV43-39FN	CTE - TEACHING	0	290.49	
				SUPPLIES			
			1PDV-NP1V-Y1JC	T&L - PROF DEV	0	81.06	
				SUPPLIES			
			1PG6-41FX-YDP4	CD - Counseling	1462526002	58.63	
				Supplies for			
				25-26 SY.			
			1FJT-FDD1-3R61	STUDENT SVCS -	0	10.45	
				HEALTH SVCS			
				SUPPLIES			
			1PYC-1T1Y-WQQH	SP - TEACHING	0	219.68	
				SUPPLIES			
			1QN1-FTJ1-39N3	MAINT - OPEN	102526037	221.28	
				PURCHASE ORDER			
				2025-2026 for			
				SUPPLIES			
			1QN1-FTJ1-3JCM	CC - Open PO for	1622526002	105.47	
				25/26 Principal			
				Supplies			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1RJ0-P1HY-179D	CTE - TEACHING SUPPLIES	0	113.10	
			1RY1-CDYH-3QRT	SHS - TEACHING SUPPLIES	0	906.72	
			1VH6-YMNK-3YT9	PIO MS - PRINCIPAL SUPPLIES 2025-26SY	2372526008	257.02	
			1VH6-YMNK-47WR	SP - PRINCIPAL'S SUPPLIES	0	61.42	
			1VKQ-HDR9-1J14	T&L - TEACHING SUPPLIES DODEA23	0	38.68	
			1X76-NXQC-YVPL	T&L - TEACHING SUPPLIES DODEA 23	0	139.26	
			1XVP-TWCD-RT7R	T&L - TEACHING SUPPLIES DODEA 23	0	45.11	
136359	AMERGIS HEALTHCARE STAFFING SV	01/06/2026	E18091080294	Colin Schmidt, 1:1 RBT Contract 25-26 SY	92526001	1,957.50	9,601.40
			E18091220294	Jessica Perelgut, Special Ed Teacher Contract 25-26 SY (PIO)	92526021	2,546.60	
			E18091290294	Emily Godfrey LPN Contract 1:1 Student 25-26 SY	92526003	1,720.50	
			E18091370294	Cheryl Hess, LPN 1:1 SP student, Contract 25-26 SY	92526022	1,953.00	
			E18091460294	Erica Doppie, Paraeducator contract 25-26SY	92526008	1,423.80	
136360	AREA 8 DECA	01/06/2026	120028	STEILACOOM HIGH SCHOOL CONFERENCE REGISTRATION	0	1,015.00	1,015.00
136361	BAKER, JAYSON RANDALL	01/06/2026	Inv_2	STEILACOOM HIGH SCHOOL ATHLETIC TRAINER FY 2025-26: J. BAKER (12/08/2025 - 12/12/2025)	82526031	212.50	212.50
136362	BATTERIES PLUS	01/06/2026	P87917981	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526038	467.12	467.12
136363	BEAULIEU, DEREK M	01/06/2026	Treim_15.15.25	ACTE CONFERENCE TRAVEL REIMBURSEMENT	0	710.41	710.41
136364	BROCK'S ACADEMY, LLC	01/06/2026	10049	Compensatory Tutoring for [REDACTED] [REDACTED] 5-26 SY	92526015	1,440.00	1,440.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
136365	BUFFALO INDUSTRIES LLC	01/06/2026	607658	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/Custodial Rags	102526039	1,121.28	1,121.28
136366	CAPITAL BUSINESS MACHINES INC	01/06/2026	INV301883	DISTRICT ANNUAL COPIER USE FY 2025-26: SHSD ADMIN BLDG 511	82526009	209.48	3,159.38
			INV301884	DISTRICT ANNUAL COPIER USE FY 2025-26: CHERRYDALE PRIMARY SCHOOL	82526009	527.17	
			INV301885	DISTRICT ANNUAL COPIER USE FY 2025-26: PIONEER MIDDLE SCHOOL	82526009	594.55	
			INV301886	DISTRICT ANNUAL COPIER USE FY 2025-26: STEILACOOM HIGH SCHOOL	82526009	670.43	
			INV301887	DISTRICT ANNUAL COPIER USE FY 2025-26: SALTAR'S POINT ELEMENTARY SCHOOL	82526009	500.70	
			INV301888	DISTRICT ANNUAL COPIER USE FY 2025-26: CHLOE CLARK ELEMENTARY SCHOOL	82526009	626.01	
			INV301889	DISTRICT ANNUAL COPIER USE FY 2025-26: SHSD ADMIN BLDG 510	82526009	17.38	
			INV301890	DISTRICT ANNUAL COPIER USE FY 2025-26: SHSD MAINTENANCE CENTER	82526009	13.66	
136367	CDW-G	01/06/2026	AH3WR4J	Open PO for Incidental School Building Supplies and/or Chromebook Repair	272526056	182.28	182.28
136368	CENGAGE LEARNING INC	01/06/2026	999101749675	Cengage Digital Big Idea Math	272526009	38,324.00	38,324.00
136369	CITY OF TACOMA - TACOMA PUBLIC	01/06/2026	100683154_12.15.25	UTILITIES OPEN	102526020	44.14	44.14

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PURCHASE ORDER 2025-2026 for Electric - SHS Reader Board ONLY			
136370	CRUZ, REBEKAH MORRIS CARGILL	01/06/2026	Reim_12.8.25	SALTAR'S POINT ELEMENTARY TEACHING MATERIALS PURCHASE REIMBURSEMENT	0	57.47	57.47
136371	DEPT OF LICENSING (WA STATE)	01/06/2026	L0285010553	OPEN PURCHASE ORDER 2025-2026 for TYPE 2 Driving Abstracts	102526075	180.00	180.00
136372	EDNETICS INC	01/06/2026	INV-139705	Ednetics Duo	272526032	891.81	891.81
136373	FERNANDES, JOANNE	01/06/2026	Treim_12.15.25	ACTE CONFERENCE TRAVEL REIMBURSEMENT	0	782.45	782.45
136374	FISERV/CARDCONNECT LLC	01/06/2026	92403039	MONTHLY CREDIT CARD SERVICES FY 2025-26	82526012	2,559.50	2,559.50
136375	HANKS, BENJAMIN ISAAC	01/06/2026	Treim_11.5.25	WA DECA FLC TRAVEL REIMBURSEMENT	0	157.00	157.00
136376	HATHAWAY, HAYLEY	01/06/2026	Treim_10.22.25	WACTA FALL CONFERENCE TRAVEL REIMBURSEMENT	0	195.80	712.82
			Treim_12.15.25	ACTE CONFERENCE TRAVEL REIMBURSEMENT	0	517.02	
136377	HAYDEN, CHRISTINA MARIE	01/06/2026	Treim_11.6.25	DECA FALL CONFERENCE TRAVEL REIMBURSEMENT	0	157.00	157.00
136378	HUDDERS, CAROLINE	01/06/2026	12092025	DIABETES EDUCATION/PDA TRAINING 12/09/2025	0	574.20	574.20
136379	IMAGINE LEARNING, LLC	01/06/2026	1112797	Imagine Learning - Edgenuity Grades 6-12 Comp Concurrent User (25)	272526066	2,477.25	2,477.25
136380	KCDA	01/06/2026	300882446	KCDA - COPY PAPER FOR 2025-26 SY	2372526002	914.40	1,010.92
			300883450	KCDA: Cardstock/Teaching Supplies	1462526019	96.52	
136381	LAKE JOSEPHINE RIVIERA WATER	01/06/2026	100811_12.10.25	UTILITIES OPEN PURCHASE ORDER 2025-2026 for	102526064	173.55	217.55

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			100812_12.10.25	Water/Sewer - AIE UTILITIES OPEN PURCHASE ORDER 2025-2026 for	102526064	44.00	
136382	LAKEWOOD HARDWARE & PAINT	01/06/2026	792477	Water/Sewer - AIE OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526035	45.66	185.37
			792660	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526035	78.64	
			792721	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526035	61.07	
136383	LES SCHWAB TIRES	01/06/2026	30500911381	OPEN PURCHASE ORDER 2025-2026 for VEHICLE TIRES/REPAIRS	102526077	1,497.93	3,175.72
			30500912444	OPEN PURCHASE ORDER 2025-2026 for VEHICLE TIRES/REPAIRS	102526077	1,677.79	
136384	LOWE'S / CREDIT SERVICES	01/06/2026	970655	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	100.76	1,695.77
			975637	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	6.21	
			976634	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	61.14	
			977016	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	155.85	
			977019	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	43.82	
			979597	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	72.15	
			981685	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	110.24	
			982788	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	175.54	
			984069	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526003	177.59	
			986873	OPEN PURCHASE	102526003	206.92	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2025-2026 for SUPPLIES			
			987079	OPEN PURCHASE	102526003	28.17	
				ORDER 2025-2026 for SUPPLIES			
			989031	OPEN PURCHASE	102526003	75.96	
				ORDER 2025-2026 for SUPPLIES			
			992073	OPEN PURCHASE	102526003	32.91	
				ORDER 2025-2026 for SUPPLIES			
			992200	OPEN PURCHASE	102526003	370.35	
				ORDER 2025-2026 for SUPPLIES			
			992319	OPEN PURCHASE	102526003	78.16	
				ORDER 2025-2026 for SUPPLIES			
136385	MILTON, ANDREW K	01/06/2026	Reim_10.5.25	PIONEER MIDDLE SCHOOL TEACHING SUPPLIES PURCHASE REIMBURSEMENT	0	66.05	66.05
136386	O'REILLY AUTO PARTS	01/06/2026	0136006	OPEN PURCHASE	102526079	-1.73	131.76
				ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES:			
			3626-144441	CREDIT MEMO OPEN PURCHASE	102526079	36.60	
				ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES			
			3626-144551	OPEN PURCHASE	102526079	76.76	
				ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES			
			3626-145271	OPEN PURCHASE	102526079	20.13	
				ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES			
136387	OFFICE OF MINORITY & WOMEN'S B	01/06/2026	30315116	POLITICAL SUBDIVISION FEE: 07/01/2025 - 06/30/2027	0	631.19	631.19
136388	OLIVER, NICOLETTE INES LEWIS	01/06/2026	Reim_12.3.25_\$124.13	CHERRYDALE PRIMARY SCHOOL TEACHING MATERIALS	0	124.13	171.17

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PURCHASE			
				REIMBURSEMENT			
			Reim_12.3.25_\$47.04	CHERRYDALE	0	47.04	
				PRIMARY SCHOOL			
				TEACHING SUPPLIES			
				PURCHASE			
				REIMBURSEMENT			
136389	SARCO SUPPLY	01/06/2026	1165724	PIO OPEN PURCHASE	102526057	20.82	7,541.79
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165726	PIO OPEN PURCHASE	102526057	12.06	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165728	SHS OPEN PURCHASE	102526001	218.00	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165865	AI OPEN PURCHASE	102526052	106.23	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165866	CD OPEN PURCHASE	102526055	245.58	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165896	PIO OPEN PURCHASE	102526057	1,104.08	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165897	CD OPEN PURCHASE	102526055	863.07	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165898	SP OPEN PURCHASE	102526054	778.05	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165899	DAC/DO OPEN	102526051	1,093.70	
				PURCHASE ORDER			
				2025-2026 for			
				CUSTODIAL			
				SUPPLIES			
			1165966	CC OPEN PURCHASE	102526056	1,151.52	
				ORDER 2025-2026			
				for CUSTODIAL			
				SUPPLIES			
			1165969	SHS OPEN PURCHASE	102526001	1,562.55	
				ORDER 2025-2026			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				for CUSTODIAL SUPPLIES			
			1165970	DAC/DO OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526051	263.55	
			1166082	SHS OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526001	78.79	
			1166083	CC OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526056	43.79	
136390	SCHOOL DATEBOOKS	01/06/2026	825-0323917	PIONEER MIDDLE SCHOOL STUDENT PLANNERS	0	214.27	214.27
136391	SODEXO INC & AFFILIATES	01/06/2026	1002962990	FOOD SERVICE MANAGEMENT FY 2025-26: NOVEMBER 2025	82526020	136,922.76	137,086.26
			262425	SODEXO FOOD SERVICE CATERING: 109 SMART SNACK ICE CREAM FOR STUDENT AWARD AT PIONEER MIDDLE SCHOOL	0	163.50	
136392	TACOMA SCREW PRODUCTS, INC.	01/06/2026	100429173-00	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526050	61.36	93.06
			100429177-00	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526050	31.70	
136393	TRANE U.S. INC.	01/06/2026	20505908	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526049	465.67	465.67
136394	VALLIERES, LAURIE ANNE	01/06/2026	Treim_12.15.25	ACTE CONFERENCE TRAVEL REIMBURSEMENT	0	629.96	629.96
136395	WEX BANK	01/06/2026	2327.81	MOTOR VEHICLE FLEET FUEL SUPPLY FY 2025-26	82526025	2,327.81	2,327.81
136396	WSRA, INC.	01/06/2026	1856	WSRA Open PO for Evaluation Services for DoDEA 2022 for School Year 25-26	272526024	3,750.00	3,750.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
39	Computer			Check(s) For a Total of			229,717.56

	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
	39	Computer	Checks For a Total of	229,717.56
Total For	39	Manual, Wire Tran, ACH & Computer Checks		229,717.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	229,717.56



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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$3,707.42, and voids/cancellations, totaling \$3,707.42. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 136410 through 136411, totaling \$3,707.42
Voids/Cancellations, totaling \$3,707.42

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
136410	BRADBURY JR, THOMAS A	01/09/2026	122025	PARTIAL DED CORRECTION	0	653.71	2,507.42
			20251126ADZ1008	Payroll accrual	0	1,853.71	
136411	MICHAEL G MALAIER, TRUSTEE	01/09/2026	20251231ADZ1008	Payroll accrual	0	1,200.00	1,200.00
			2	Computer	Check(s) For a Total of		3,707.42

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STELLACOOM SCHOOL DISTRICT #1

3:08 PM 01/09/26

05.25.10.00.00-010034

Check Summary

PAGE: 2

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
136251	*PIERCE COUNTY SUPERIOR COURT	01/09/2026	20251126ADZ1008	Payroll accrual	0	1,853.71	1,853.71
136347	*PIERCE COUNTY SUPERIOR COURT	01/09/2026	20251231ADZ1008	Payroll accrual	0	1,853.71	1,853.71
2	Void			Check(s) For a Total of			3,707.42

	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
	2	Computer	Checks For a Total of	3,707.42
Total For	2	Manual, Wire Tran, ACH & Computer Checks		3,707.42
Less	2	Voided	Checks For a Total of	3,707.42
		Net Amount		0.00

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$702,648.78. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:

Voids/Cancellations, totaling \$702,648.78

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
136273	DURHAM SCHOOL SERVICES, LP	12/19/2025	00005336	STUDENT TRANSPORTATION FY 2025-26	82526011	388,885.99	388,885.99
136315	DURHAM SCHOOL SERVICES, LP	12/19/2025	00005973	STUDENT TRANSPORTATION FY 2025-26	82526011	313,762.79	313,762.79
		2	Void	Check(s) For a Total of		702,648.78	

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 2	Voided	Checks For a Total of	702,648.78
		Net Amount	-702,648.78

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$6,161.93. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500043 through 202500044, totaling \$6,161.93

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
202500043	DEPT OF REVENUE (WA STATE)	01/06/2026	CTAX11 20260106AAA	Comp Tax owed for Cash Account 11 through 12/31/2025	0	6,138.00	6,138.00
202500044	DEPT OF REVENUE (WA STATE)	01/09/2026	CTAXCTW 20260109AAA	Comp Tax owed for Cash Account CTW through 12/31/2025	0	23.93	23.93

2 Wire Transfer Check(s) For a Total of 6,161.93

0	Manual	Checks For a Total of	0.00
2	Wire Transfer	Checks For a Total of	6,161.93
0	ACH	Checks For a Total of	0.00
0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran, ACH & Computer Checks	6,161.93
Less	0	Voided	0.00
		Net Amount	6,161.93

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$32,123.50. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500037 through 202500037, totaling \$32,123.50

Secretary _____ Board Member _____

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
202500037	BMO FINANCIAL GROUP	01/14/2026		CREDIT CARD PAYMENT CHECK			32,123.50
	ALASKA AIRLINES - PCARD		GFC251200039	Credit Card Payment AP Invoice.	0	3,364.40	
	ANDERSON ISLAND GENERAL STORE		GFC251200027	Credit Card Payment AP Invoice.	82526007	279.35	
	ANDERSON ISLAND GENERAL STORE		GFC251200028	Credit Card Payment AP Invoice.	82526007	234.47	
	ANDERSON ISLAND GENERAL STORE		GFC251200029	Credit Card Payment AP Invoice.	82526007	230.88	
	ANDERSON ISLAND GENERAL STORE		GFC251200030	Credit Card Payment AP Invoice.	82526007	159.20	
	ANDERSON ISLAND GENERAL STORE		GFC251200031	Credit Card Payment AP Invoice.	82526007	60.18	
	BACKBLAZE, INC.		GFC251200036	Credit Card Payment AP Invoice.	0	44.01	
	BMO FINANCIAL GROUP		GFC251200006	Credit Card Payment AP Invoice.	0	10,287.58	
	BMO FINANCIAL GROUP		GFC251200021	Credit Card Payment AP Invoice.	0	97.99	
	BMO FINANCIAL GROUP		GFC251200023	Credit Card Payment AP Invoice.	0	84.88	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	CAROLINA BIOLOGICAL SUPPLY CO		GFC251200024	Credit Card Payment AP Invoice.	0	28.41	
	CENTURYLINK-PORTAL		GFC251200034	Credit Card Payment AP Invoice.	272526047	271.36	
	CENTURYLINK-PORTAL		GFC251200038	Credit Card Payment AP Invoice.	272526047	1,344.87	
	CLAY ART CENTER		GFC251200002	Credit Card Payment AP Invoice.	0	238.71	
	COMCAST		GFC251200037	Credit Card Payment AP Invoice.	272526046	256.44	
	COSTCO BUSINESS CENTER - PCARD		GFC251200022	Credit Card Payment AP Invoice.	0	988.42	
	COSTCO MEMBERSHIP		GFC251200007	Credit Card Payment AP Invoice.	0	0.00	
	DEMCO INC		GFC251200017	Credit Card Payment AP Invoice.	0	330.40	
	DEPT OF RETIREMENT SYSTEMS		GFC251200041	Credit Card Payment AP Invoice.	82526005	155.41	
	FLINN SCIENTIFIC, INC		GFC251200025	Credit Card Payment AP Invoice.	0	879.47	
	HAROLD LEMAY ENTERPRISES		GFC251200045	Credit Card Payment AP Invoice.	102526015	949.14	
	HAROLD LEMAY ENTERPRISES		GFC251200046	Credit Card Payment AP Invoice.	102526018	279.38	
	HAROLD LEMAY ENTERPRISES		GFC251200047	Credit Card Payment AP Invoice.	102526023	242.76	
	HAROLD LEMAY ENTERPRISES		GFC251200048	Credit Card Payment AP Invoice.	102526014	2,232.16	
	HAROLD LEMAY ENTERPRISES		GFC251200049	Credit Card Payment AP Invoice.	102526017	608.75	
	HAROLD LEMAY ENTERPRISES		GFC251200050	Credit Card Payment AP Invoice.	102526016	1,315.38	
	HAROLD LEMAY ENTERPRISES		GFC251200051	Credit Card	102526017	269.39	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
				Payment AP Invoice.			
	HAROLD LEMAY ENTERPRISES		GFC251200052	Credit Card	102526014	694.15	
				Payment AP Invoice.			
	HAROLD LEMAY ENTERPRISES		GFC251200053	Credit Card	102526023	155.41	
				Payment AP Invoice.			
	HAROLD LEMAY ENTERPRISES		GFC251200055	Credit Card	102526018	1,218.85	
				Payment AP Invoice.			
	HAROLD LEMAY ENTERPRISES		GFC251200056	Credit Card	102526023	242.76	
				Payment AP Invoice.			
	KCDA		GFC251200013	Credit Card	0	55.19	
				Payment AP Invoice.			
	LEMAY MOBILE SHREDDING		GFC251200040	Credit Card	102526024	97.80	
				Payment AP Invoice.			
	LEMAY MOBILE SHREDDING		GFC251200042	Credit Card	102526024	70.16	
				Payment AP Invoice.			
	MICHAELS - PCARD		GFC251200019	Credit Card	0	27.03	
				Payment AP Invoice.			
	MOMENTUM TELECOM, INC		GFC251200033	Credit Card	272526048	795.93	
				Payment AP Invoice.			
	MURREYS DISPOSAL CO., INC.		GFC251200054	Credit Card	92526007	18.11	
				Payment AP Invoice.			
	O'REILLY AUTO PARTS		GFC251200005	Credit Card	0	16.80	
				Payment AP Invoice.			
	ODP BUSINESS SOLUTIONS, LLC		GFC251200020	Credit Card	0	528.35	
				Payment AP Invoice.			
	PIERCE COUNTY REFUSE		GFC251200043	Credit Card	102526019	194.64	
				Payment AP Invoice.			
	PIERCE COUNTY REFUSE		GFC251200044	Credit Card	102526019	57.52	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC251200003	Credit Card	102526002	23.75	
				Payment AP Invoice.			
	PIERCE COUNTY FERRY		GFC251200004	Credit Card	102526002	47.00	
				Payment AP			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	PIERCE COUNTY FERRY		GFC251200009	Invoice. Credit Card Payment AP	92526017	55.50	
	PIERCE COUNTY FERRY		GFC251200010	Invoice. Credit Card Payment AP	92526017	55.50	
	PIERCE COUNTY FERRY		GFC251200011	Invoice. Credit Card Payment AP	0	55.25	
	PIERCE COUNTY FERRY		GFC251200012	Invoice. Credit Card Payment AP	92526017	55.50	
	SAFEWAY, INC		GFC251200014	Invoice. Credit Card Payment AP	0	22.01	
	SCHOLASTIC TESTING SERVICE		GFC251200032	Invoice. Credit Card Payment AP	0	54.00	
	SCREENCASTIFY, LLC		GFC251200026	Invoice. Credit Card Payment AP	0	132.12	
	TEACHERS PAY TEACHERS		GFC251200018	Invoice. Credit Card Payment AP	0	59.64	
	TOBII DYNAVOX LLC		GFC251200008	Invoice. Credit Card Payment AP	0	890.71	
	USPS - PCARD		GFC251200001	Invoice. Credit Card Payment AP	0	46.80	
	VIMEO, INC.		GFC251200035	Invoice. Credit Card Payment AP	0	22.06	
	VISTAPRINT NETHERLANDS B.V.		GFC251200015	Invoice. Credit Card Payment AP	0	95.48	
	WALMART - PCARD		GFC251200016	Invoice. Credit Card Payment AP	0	1,077.87	
	WEX BANK		GFC251200000	Invoice. Credit Card Payment AP	0	24.22	

1 Wire Transfer Check(s) For a Total of 32,123.50

0	Manual	Checks For a Total of	0.00
1	Wire Transfer	Checks For a Total of	32,123.50
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		32,123.50
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		32,123.50

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$4,213.10. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200685 through 200687, totaling \$4,213.10

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
200685	CDW-G	01/06/2026	AH22V6R	Hanwha Vision Wisenet Surveillance Camera	2002526020	2,081.15	2,081.15
200686	EDNETICS INC	01/06/2026	INV-139777	EVIP-01 Professional IP Camera License for the Recorder	2002526019	779.95	779.95
200687	PACIFICA LAW GROUP, LLP	01/06/2026	103927	PROFESSIONAL SERVICES FY 2025-26: CPF	2002526009	1,352.00	1,352.00
				3 Computer	Check(s) For a Total of	4,213.10	

	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
	3	Computer	Checks For a Total of	4,213.10
Total For	3	Manual, Wire Tran, ACH & Computer Checks		4,213.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,213.10

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$120.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500038 through 202500038, totaling \$120.00

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
202500038	BMO FINANCIAL GROUP	01/14/2026	CPF251200000	Credit Card Payment AP Invoice.	0	120.00	120.00

1 Wire Transfer Check(s) For a Total of 120.00

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	120.00
	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	120.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	120.00

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$5,208.26. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:

Warrant Numbers 405776 through 405776, totaling \$5,208.26

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
405776	DURHAM SCHOOL SERVICES, LP	12/29/2025	00005704ASB	01-OCT-25 TO 31-OCT-25 BILLING PERIOD ASB FUNDS	0	1,639.13	5,208.26
			00005973ASB	STUDENT TRANSPORTATION ASB : PERIOD 01-NV-25 TO 30-NOV-25	0	3,569.13	
				1 Computer		Check(s) For a Total of	5,208.26

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	5,208.26
Total For	1	Manual, Wire Tran, ACH & Computer Checks	5,208.26
Less	0	Voided	0.00
		Net Amount	5,208.26

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$3,594.66. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:

Warrant Numbers 405777 through 405781, totaling \$3,594.66

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
405777	AMAZON.COM SALES, INC	01/06/2026	14TR-RFVV-Y7MT	PIO MS - YEARBOOK	0	132.25	1,082.85
			1M76-JJYT-VLJQ	CLUB SUPPLIES	0	22.01	
				SHS - CHEER			
				HOMECOMING			
				DECORATIONS			
			1MD4-6PY1-YPQT	SHS - GIRLS	0	14.26	
				SOCCER SUPPLIES			
			1ML9-6WLN-1VP1	SHS - HOMECOMING	0	26.41	
				SUPPLIES			
			1R3F-YXWT-3CGD	SHS - BSU CLUB	0	17.27	
				SUPPLIES			
			1T7T-3NKF-43MM	SHS - DRAMA CLUB	0	213.27	
				SUPPLIES			
			1X9M-H6XY-3L9C	SHS - FLAG	0	292.63	
				FOOTBALL			
				EQUIPMENT			
			1X9M-H6XY-46TG	SHS - STUDENT	0	265.07	
				STORE SUPPLIES			
			1YXF-DLQT-3R1D	SHS - BSU CLUB	0	99.68	
				SUPPLIES			
405778	BSN SPORTS, LLC	01/06/2026	932503444	STEILACOOM HIGH	0	14.26	14.26
				SCHOOL BASKETBALL			
				NETS			
405779	DRAIN, TASHA RENNE	01/06/2026	Reim_12.9.25	STEILACOOM HIGH	0	140.53	140.53
				SCHOOL WINTERFEST			
				SUPPLIES PURCHASE			
				REIMBURSEMENT			
405780	GESACION, ANGELA LEE	01/06/2026	reim_09.28.25	STEILACOOM HIGH	0	32.75	32.75
				SCHOOL GIRLS			
				SOCCER PIZZA			
				PURCHASE			
				REIMBURSEMENT			
405781	RESTAURANT SUPPLY, LLC	01/06/2026	QU-017233	STEILACOOM HIGH	4062526018	2,324.27	2,324.27

3apckp08.p

STELLACOOM SCHOOL DISTRICT #1

11:53 AM 01/06/26

05.25.10.00.00-010034

Check Summary

PAGE: 2

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SCHOOL: 1000 Gen ASB refrigerator & warranty			
			5	Computer	Check(s) For a Total of		3,594.66

	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
	5	Computer	Checks For a Total of	3,594.66
Total For	5	Manual, Wire Tran, ACH & Computer Checks		3,594.66
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,594.66

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$4,066.88. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:

Voids/Cancellations, totaling \$4,066.88

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
405741	WASHINGTON FCCLA	12/19/2025	5744	STEILACOOM HIGH SCHOOL: REGION 3 FALL MEETING REGISTRATION	0	465.00	465.00
405754	VAN DUSEN, JAMES T	12/19/2025	Reim_9.29.25_\$32.75	STEILACOOM HIGH SCHOOL GIRLS SOCCER PIZZA PURCHASE REIMBURSEMENT	0	32.75	32.75
405772	DURHAM SCHOOL SERVICES, LP	12/19/2025	ASB11/2025 TRIPS	CHLOE CLARK ELEMENTARY SCHOOL & STEILACOOM HIGH SCHOOL FIELD TRIPS NOV 2025 STEILACOOM HIGH SCHOOL	0	3,569.13	3,569.13
3	Void			Check(s) For a Total of			4,066.88

	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	3	Voided	Checks For a Total of	4,066.88
			Net Amount	-4,066.88

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$184.36. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500041 through 202500042, totaling \$184.36

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
202500041	DEPT OF REVENUE (WA STATE)	01/09/2026	CTAXCTW 20260109AAB	Comp Tax owed for Cash Account CTW through 12/31/2025	0	140.93	140.93
202500042	DEPT OF REVENUE (WA STATE)	01/06/2026	CTAX41 20260106AAA	Comp Tax owed for Cash Account 41 through 12/31/2025	0	43.43	43.43
2 Wire Transfer Check(s) For a Total of							184.36

0	Manual	Checks For a Total of	0.00
2	Wire Transfer	Checks For a Total of	184.36
0	ACH	Checks For a Total of	0.00
0	Computer	Checks For a Total of	0.00
Total For 2	Manual, Wire Tran, ACH & Computer Checks		184.36
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	184.36

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 January 21, 2026, the board, by a _____ vote, approves payments, totaling \$7,537.36. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:

Wire Transfer Payments 202500039 through 202500039, totaling \$7,537.36

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
202500039	BMO FINANCIAL GROUP	01/14/2026		CREDIT CARD PAYMENT CHECK			7,537.36
	BMO FINANCIAL GROUP		ASBC251200006	Credit Card Payment AP Invoice.	0	1,695.90	
	BMO FINANCIAL GROUP		ASBC251200008	Credit Card Payment AP Invoice.	0	524.15	
	COSTCO BUSINESS CENTER - PCARD		ASBC251200009	Credit Card Payment AP Invoice.	0	773.30	
	KENT SCHOOL DISTRICT		ASBC251200012	Credit Card Payment AP Invoice.	0	50.00	
	LOWE'S OF LAKEWOOD		ASBC251200007	Credit Card Payment AP Invoice.	0	198.18	
	SAFEWAY, INC		ASBC251200010	Credit Card Payment AP Invoice.	0	149.81	
	TACOMA MUSICAL PLAYHOUSE		ASBC251200001	Credit Card Payment AP Invoice.	0	350.00	
	TACOMA RAINIERS		ASBC251200002	Credit Card Payment AP Invoice.	0	103.50	
	TACOMA TROPHY		ASBC251200005	Credit Card Payment AP Invoice.	0	281.53	
	TEPALE-VAZQUEZ, ADAN THELINEUP		ASBC251200011	Credit Card Payment AP Invoice.	0	148.64	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	THE PENWORTHY COMPANY, LLC		ASBC251200003	Credit Card	0	521.23	
				Payment AP			
				Invoice.			
	VAN WINGERDEN GREENHOUSES, INC		ASBC251200004	Credit Card	4052526002	2,246.80	
				Payment AP			
				Invoice.			
	WALMART - PCARD		ASBC251200000	Credit Card	0	494.32	
				Payment AP			
				Invoice.			

1 Wire Transfer Check(s) For a Total of 7,537.36

0	Manual	Checks For a Total of	0.00
1	Wire Transfer	Checks For a Total of	7,537.36
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	7,537.36
Less	0	Voided	0.00
		Net Amount	7,537.36



STEILACOOM HISTORICAL SCHOOL DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, December 17, 2025

Steilacoom Historical School District Professional Development Center

1. OPENING ITEMS

- 1.1 Call the Meeting to Order
Chair Scott called the meeting to order at 6:00 p.m.
- 1.2 Pledge of Allegiance
Executive Director Susanne Beauchaine led the Pledge of Allegiance.
- 1.3 Roll Call
Motion to excuse Director Rohrer
Moved by: Melanie Tinsley
Seconded by: Patrick Lewis
The motion to excuse Director Rohrer passed 4/0.
Directors Lewis, McDonald, Scott, and Tinsley present.
- 1.4 Agenda Review
Chair Scott asked if anyone had any questions about the agenda. No questions.
- 1.5 Approval of Agenda
Motion to approve the agenda as published
Moved by: Jennifer McDonald
Seconded by: Patrick Lewis
The motion to approve the agenda as published passed 4/0.

2. PRESENTATIONS

2.1 SHSD Challenge Coin Presentation

[SHSD Challenge Coin](#) 

Laurie Vallieres

Dr. Vallieres shared as part of the district's ongoing work with DoDEA grants, the Steilacoom Historical School District is committed to meaningful promotion and branding efforts that reflect both our district's values and the unique character of our military connected community. One important tradition within military culture is the use of challenge coins. These small tokens are presented to recognize excellence, commemorate achievement, and build a sense of belonging.

To honor this tradition and strengthen our connection to the military families we serve, the district launched its first Challenge Coin Design Contest last spring. Students across the district were invited to submit original artwork that captured the spirit and history of our schools. A review panel evaluated all submissions based on artistic quality, symbolism, and representation of our district's identity.

We are proud to announce that the winning design was created by Oliana Ogota, now a 5th grader at Saltar's Point Elementary. Oliana's artwork features the iconic 1918 Building, a symbol deeply rooted in the history and heritage of our community. Her thoughtful choice to highlight this landmark beautifully reflects the legacy and pride of Steilacoom's schools.

A veteran owned coin shop located in Lacey transformed Oliana's artwork into the first official Steilacoom Historical School District Challenge Coin. These coins will now serve as a meaningful way for the district to honor staff, students, and guests in recognition of exceptional contributions, achievements, and service to our schools.

We are excited to present her with the very first Steilacoom Historical School District Challenge Coin after the district's winter break. Thank you, Oliana, and congratulations on your amazing design.

3. COMMENTS FROM THE AUDIENCE

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.

3.1 Comments from the Audience

Heidi Anderson shared her concerns regarding discipline procedures at Steilacoom High School.

4. REPORTS

4.1 Budget Status Report

[Budget Status Report](#) 

Sarah Jahn

Ms. Jahn, CFO, shared budget status reports for all funds as of the end of November 2025, along with charts and data showing monthly enrollment, general fund balance, and general fund cash balance.

No questions from directors.

4.2 Steilacoom High School Fall Athletics Recap

[SHS Fall Athletics Recap](#) 

Laura Conklin

Ms. Conklin, Steilacoom High School Assistant Principal, shared a recap of SHS fall athletics including team academic achievements as well as athlete and coach accomplishments and recognitions. At 35% of the student body, SHS has the largest athlete participation percentage of any high school in the South Puget Sound League.

Director Lewis commended the SHS athletic program for also excelling academically. Director Tinsley commented on the incredible leadership from the top - including coaches and older student athletes. Director McDonald thanked Erin Anderson for her incredible coaching. Chair Scott congratulated Ava Field for being recognized as Tacoma Athletic Commission Athlete of the Year for the second year.

5. RECOGNITION OF OUTGOING BOARD MEMBER - Jennifer McDonald

Chair Scott thanked Director McDonald for her 8 years of service on the SHSD Board of Directors, and the progress the district has made in regards to dyslexia as well as social emotional learning. Director Lewis thanked her for the expertise she brought to the board. Director Tinsley shared it has been an honor to serve on the board alongside Dr. McDonald, and invited her to continue to share her input.

Dr. Weight shared that from the very beginning, Director McDonald grounded our district's work in what matters most: the mental health, resilience, and well-being of the students we serve. Dr. McDonald's leadership strengthened our SEL work, deepened our understanding of the science of reading, and sharpened our practices around 504s and accommodations. Because of her influence, our systems are stronger, our practices more responsive, and our students better served. Dr. Weight thanked Dr. McDonald for her dedication, expertise, humor, and unwavering commitment to the children of our district - sharing her impact will be felt for years to come.

Dr. Vallieres thanked Director McDonald for the lasting legacy she has made on the students and staff of our school district.

Director McDonald shared serving on the school board has been a joy and a learning experience, and she has loved the relationships built with other board members - always striving to find middle ground - which is even more important now than it was 8 years ago when she first joined the board.

6. SWEARING IN OF DIRECTOR POSITIONS 1, 2, and 3 - Cody Balogh, Patrick Lewis, and Melanie Tinsley

Superintendent Weight

Dr. Weight presented the Oath of Office to directors Balogh, Lewis, and Tinsley, all of whose terms are until 2029.

7. 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.

- 7.1 Approval of November and December 2025 Accounts Payable and November 2025 Payroll
[November and December 2025 Accounts Payable and November 2025 Payroll](#) 
- 7.2 Approval of November 19 2025 Regular Board Meeting Minutes
[November 19 2025 Regular Board Meeting Minutes](#) 

7.3 Approval of Personnel Reports

[Certificated Personnel Report December 17 2025](#) 

[Classified Personnel Report December 17 2025](#) 

[Co-Curricular Personnel Report December 17 2025](#) 

7.4 Vote to Approve Consent Agenda

Motion to approve Consent Agenda

Moved by: Melanie Tinsley

Seconded by: Cody Balogh

The motion to approve the Consent Agenda passed 4/0.

8. NEW BUSINESS

8.1 Election of Board Chair

Superintendent Weight

Dr. Weight called for nominations for Board Chair for the next 12 months. Director Lewis nominated Director Scott. No other nominations.

Roll Call Vote - Balogh, Scott; Lewis, Scott; Scott, Scott; Tinsley, Scott.

Director Scott will serve as the Board Chair for one year.

8.2 Election of Board Vice Chair

Board Chair

Chair Scott called for nominations for Board Vice Chair for the next 12 months. Director Tinsley nominated Director Rohrer.

Roll Call Vote - Balogh, Rohrer; Lewis, Rohrer; Scott, Rohrer; Tinsley, Rohrer.

Director Rohrer will serve as the Board Vice Chair for one year.

8.3 Election of Board Legislative Representative

Board Chair

Chair Scott opened the floor for nominations for Legislative Representative to serve a two-year term. Director Lewis nominated Director Rohrer.

Motion to elect Director Rohrer as Legislative Representative to serve a two-year term.

Director Rohrer was elected to serve a two-year term as Legislative Representative.

- 8.4 Approval of Pioneer Middle School Outdoor Education Plan
[Pioneer Middle School 6th Grade Outdoor Education Plan Spring 2026](#)



JoAnne Fernandes

Ms. Fernandes shared the Pioneer Middle School 6th Grade Outdoor Plan for Spring of 2026. Per Board Policy 2320 - Field Trips, Excursions and Outdoor Education Plan - the Outdoor Education Plan (also known as 6th grade Camp) must be presented to the board for annual approval.

Motion to approve the Pioneer Middle School Outdoor Education Plan for Spring 2026

Moved by: Patrick Lewis

Seconded by: Cody Balogh

The motion to approve the Pioneer Middle School Outdoor Education Plan for Spring 2026 passed 4/0.

- 8.5 Resolution 944-12-17-25 Authorizing Execution of School Mitigation Agreement (Old Fort Lake)

[Resolution 944-12-17-25 Authorizing Execution of School Mitigation Agreement](#)

Superintendent Weight

Dr. Weight shared a mitigation agreement has been reached with Albatross Estates, LLC, the owner of 261 acres of property that will be developed under the Old Fort Lake Subarea Plan in DuPont. As mitigation of the development impacts the school district, the Owner has proposed conveyance to the District of a 10-acre parcel within the development for a future school site in exchange for the District's credit to the developer of a portion of future impact fee payments for new dwelling units constructed as a part of the development.

Motion to approve Resolution 944-12-17-25 Authorizing Execution of School Mitigation Agreement

Moved by: Melanie Tinsley

Seconded by: Patrick Lewis

**The motion to approve Resolution 944-12-17-25 Authorizing
Execution of School Mitigation Agreement passed 4/0.**

- 8.6 First Reading of Policy 6220 Bid or Request for Proposal Requirements

[Policy 6220 Bid or Request for Proposal Requirements](#) 

Sarah Jahn

Ms. Jahn shared Policy 6220 Bid or Request for Proposal Requirements has been updated to reflect the current micro-purchase threshold (MPT) established by Federal Acquisition Regulation, effective October 1, 2025.

Motion to approve Policy 6220 Bid or Request for Proposal Requirements

Moved by: Patrick Lewis

Seconded by: Cody Balogh

**The motion to approve Policy 6220 Bid or Request for Proposal
Requirements passed 4/0.**

- 8.7 Board Goal - 5000 Series Policy Review

[5000 Series Policy Review December 17 2025](#) 

Chair Scott/Susanne Beauchaine

District Policies 5020 Collective Bargaining and 5515 Workforce Secondary Traumatic Stress were included in this month's packet for board review.

No comments from directors.

9. CLOSING ITEMS

- 9.1 Board Communication

No communication received by all board members.

- 9.2 Announcements

Director Tinsley shared there are just 2 more days until Winter Break.

9.3 Adjourn Meeting

Motion to adjourn the meeting at 6:52 p.m.

Moved by: Melanie Tinsley

Seconded by: Cody Balogh

The motion to adjourn the meeting at 6:52 p.m. passed 4/0.

(Chair)

(Secretary/Superintendent)

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - JANUARY 21, 2026**

Name	Position	FTE	Location	Effective Date	Action	Comment
WILLIAMS LORIANN	TEACHER	1.00	HIGH SCHOOL	8/31/2026	RETIREMENT	
STEWART CATHRYN	TEACHER	1.00	PIONEER	8/31/2026	RETIREMENT	
NIXON JULIE	TEACHER	1.00	PIONEER	8/31/2026	RETIREMENT	

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - JANUARY 21, 2026**

Name	Position	Hours	Location	Effective Date	Action	Comment
SMITH MELISSA	PARAPROFESSIONAL	6.50	CHLOE CLARK	12/9/2025	RESIGNATION	
WRIGHT LANA	PARAPROFESSIONAL	6.50	CHLOE CLARK	1/23/2026	RESIGNATION	

Steilacoom Historical School District No. 1
Board of Directors' Operating Protocol
Adopted January 21, 2026

The most effective way to operate and supervise a dynamic, growing school district is through close cooperation between the school board, the superintendent, and the administrative leadership team. Each group plays a different role, and each role is essential to the success of the entire system (staff and students). In order to allow each group to compliment and ensure the success of the others, there must be agreement on some philosophical ideas and practical ways of working together to achieve the common goal – quality education programs for each student. To achieve, within the legal and financial limits of the District, quality education programs for each student, the Board pledges to strive toward excellence in performance and expects the same from each individual who works in Steilacoom Historical School District.

Board directors and administrators have an obligation to provide educational leadership. The public expects the best in planning, decision-making, communication, and educational expertise. However, all decisions and policies of the Board-Administration Team must be gauged and tested against two fundamental beliefs: schools are for kids; and schools belong to the people.

For the purpose of enhancing teamwork among members of the Board and between the Board and the Administrative Team, we, the members of the Steilacoom School District Board of Directors, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

PRINCIPLES FOR BOARD-ADMINISTRATION RELATIONS

The following philosophical ideas, operating principles, and behaviors, when adhered to by all, will create an open, productive environment for a team approach to school leadership:

1. Positive Approach

Each member of the team is charged with the responsibility of working with the team to find the best way to meet the needs of the students and staff. An open, positive, and problem-solving atmosphere toward designing, implementing, and assessing plans to achieve the goals of the organization is critical.

2. Judgment and Trust

To develop an effective team process, each group must support and cooperate with team members, collectively and individually.

3. Loyalty and Disagreement

Cooperation, support, and loyalty do not mean there will be agreement on every issue. Dialogue, divergent thinking, and debate will encourage the best decisions. To clarify this principle, a few ground rules must be covered:

- Each team member has the responsibility for being loyal to the District, to each member of the team, and to the primary goal -- a quality education for every child.
- Board Directors should not be contacting employees of the District on operational issues. Questions about operations, direction, etc., should be directed to the Superintendent.
- Board Directors are encouraged to offer praise for employees, but criticism must be channeled through the Superintendent's office.
- Debate the issues, not one another. Avoid personal slurs and snide comments.
- Information about employees, negotiations, and other confidential areas discussed in executive session will remain completely confidential. Information given in confidence, particularly when planning and exploring alternatives must also remain confidential. Team members should state in advance whatever they consider to be confidential information.
- When Board Directors or the superintendent find themselves in disagreement with another team member, a one-to-one meeting with that person should be arranged to resolve the disagreement. Once resolved, the disagreement will remain a private matter.
- Discussion at meetings and debate over issues should be open and honest. Once a final team decision is reached, each member has the responsibility to support the decision.
- Agendas must be open and on the table for meaningful dialogue to occur. Information upon which decisions are to be made, with accompanying alternatives, will be given to the Board in a timely manner so that appropriate input and analysis can take place prior to the time of the decision. Surprises at meetings are counterproductive.

4. Accountability to Community

The School Board, Superintendent, and administrative team are accountable to the public for the decisions made and for the quality of their work. Responsibility to the community is demonstrated by listening to them and by using effective systems of gathering information as assessment.

5. Communication

Effective interpersonal communication requires a healthy communication climate with high levels of trust and respect for individuals and for the mission of providing a quality education for all students. To achieve this, messages must be open, straightforward, and honest.

- The Superintendent and the Board will make deliberate attempts to share information and data with all team members. Team members shall utilize the chain of command as outlined by District policy/procedures.
- When an individual Board Director is contacted by a staff or community member, each member has agreed to the following procedures:
 - a. Hear out the individual's concern.
 - b. Ask if the issue has been discussed with the person immediately responsible.
 - c. Express concern about the issue and a desire to assist in resolution, while reinforcing the need to resolve the issue at the immediate local level. If unsuccessful, proceed to the next level(s) of responsibility.
- Only the Superintendent, her designee, or a Board-designated representative may contact the District's negotiator, should one be used, on current negotiations. If a Board Director feels a need to talk to District counsel or the negotiator, he or she is to contact the Superintendent who will arrange for all meetings. The Board chair may contact the District's legal counsel in reference to the Superintendent's contract.
- It is important to keep the Superintendent and other Board members informed of unusual happenings as quickly as they occur.
- The Superintendent is responsible for communicating official district operational positions to the media. There will also be occasions when the Board chair communicates the official District position. Board members may certainly state personal positions; as long as they make it known they are not speaking for the Board or the District.
- The Board will emphasize planning, policy making, and public relations rather than becoming involved in the daily operations of the schools.
- After reviewing the agenda, Board members agree to ask questions when clarification is needed so that the Board meetings can proceed smoothly and efficiently. Board members can also contact the Superintendent to discuss issues prior to the meetings. Members may also request addition of items to the agenda prior to its adoption.

- Each Board member will become conversant with matters on which the Board acts, reviewing all materials prior to meetings. They will attend essential Board training and inform themselves about important issues through individual readings.
- All personnel complaints and criticisms received by the Board or its individual members will be directed to the Superintendent.
- Members agree to operate as a team and employ appropriate group problem solving techniques. They agree to focus on issues rather than personalities, to propose viable alternatives to problems, to disagree constructively and communicate with each other in a respectful manner.

Signed this 21st day of January 2026;

Sam Scott, Board Chair

Loujanna Rohrer, Board Vice Chair

Kathi Weight, Superintendent

Cody Balogh, Board Director

Patrick Lewis, Board Director

Melanie Tinsley, Board Director

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 21, 2026

Policy 1111 - Oath of Office

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 1111 – Oath of Office was recently updated again by WSSDA. The wording changes are minor and the new policy includes two accompanying forms. Form A is for "elected" officials, and Form B is for "appointed" officials.

RECOMMENDED ACTION:

I recommend approval of Policy 111 – Oath of Office.

Report prepared by:

Dr. Kathi Weight, Superintendent

OATH OF OFFICE

Before entering upon the duties of office, every person elected, re-elected, a school director must
Each newly elected, re-elected, or appointed director will take an oath or affirmation to support
the constitutions of the United States and to uphold the laws of the state of Washington. The
director must also affirm that they will, ~~and the laws of the state of Washington and to~~ faithfully
discharge the duties of the office to the best of his or her ability.

The oath or affirmation must be ~~endorsed by and sworn to before~~ administered by an officer
authorized to administer oaths under state law. School officials are themselves authorized to
administer ~~all~~ oaths or affirmations pertaining related to their respective offices, and they may do
so without any charge or fee. The oath or affirmation may be administered in person or, when
permitted by law, through remote means such as a virtual meeting or electronic appearance.

If the director has received a written appointment or commission, the oath or affirmation should
be endorsed on that document and sworn to before an authorized officer. After the oath of office
or affirmation is made ~~has been properly administered~~, it ~~will~~ must be filed with the county
auditor of the county in which the school district is located. A copy of the oath should also be
retained in the district's administrative records for reference.

Directors elected at a regular election officially begin their term of office at the first regular or
special meeting of the board of directors following certification of the election results. Appointed
directors assume office immediately after taking and filing the oath or affirmation. -

Legal Reference: [RCW 28A.343.360](#) Oath of Office

Management Resources: 2018 February Policy Issue
2011 December Issue

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 4.23.08; 3.28.18; 08.20.25; 01.21.26
Reviewed: 4.30.21

State of Washington

County of [_____]

I, _____, having been duly elected to the office of school director for _____ School District No. _____, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and laws of the state of Washington, and that I will faithfully discharge the duties of the office of school director to the best of my ability.

(Signature of School Director)

Subscribed and sworn (or affirmed) before me this _____ day of _____, 202__.

(Signature of Officer Administering Oath)

Title: _____

Authorized by law to administer oaths.

Filed with the County Auditor this _____ day of _____, 202__.

Adoption Date:
Steilacoom Historical School District No. 1

State of Washington

County of [_____]

I, _____, having been duly appointed to fill a vacancy in the office of school director for _____ School District No. _____, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and laws of the state of Washington, and that I will faithfully discharge the duties of the office of school director to the best of my ability.

(Signature of School Director)

Subscribed and sworn (or affirmed) before me this _____ day of _____, 202__.

(Signature of Officer Administering Oath)

Title: _____

Authorized by law to administer oaths.

Filed with the County Auditor this _____ day of _____, 202__.

Adoption Date:
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 01/21/2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 2106, Program Compliance, has been revised to reflect current state statutes and ensure continued alignment with district operational and instructional requirements. The updates clarify the superintendent's annual responsibility to verify district compliance across required program areas, including instructional supervision, student records, curriculum materials, student services, health and safety, nondiscrimination, and equitable access to staffing and resources.

The revisions also modernize statutory language, expand protected classes in alignment with state and federal nondiscrimination laws, and reinforce transparency by requiring district policies to be accessible online or in building administrative offices. These updates strengthen accountability, equity, and public access while ensuring the district remains compliant with evolving legal and regulatory expectations

RECOMMENDED ACTION:

The Superintendent recommends the Board approve the revisions to Policy 2106, Program Compliance.

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

PROGRAM COMPLIANCE

Annually, on or before October 1, the superintendent will determine if the district is in compliance with the following program requirements:

- A. Appropriate measures are taken to safeguard all student and school district permanent records against loss or damage;
- B. Provision is made for the supervision of instructional practices and procedures;
- C. Current basic instructional materials are available for required courses of study;
- D. A program of guidance, counseling and testing services is maintained for students in all grades offered by the school district;
- E. A learning resources program is maintained;
- F. The physical facilities of each building are adequate and appropriate for the educational program offered;
- G. There is adequate provision for the health and safety of all students within the custody of the school district;
- H. A current policy statement pertaining to the administration and operation of the school district is available online or in each building's administrative office including, but not limited to, policies governing the school building and classroom visitation rights of non-students;
-
- I. The district is in compliance with the statutes which prohibit unequal treatment of individuals on the basis of race, ethnicity, sex, creed, color, national origin, honorably discharged veteran, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal ~~by a person with a disability,~~ religion, and national origin honorably discharged veteran or military status in activities supported by common schools and which require equal access to Boy Scouts of America and other designated youth groups;
-
- J. Within each school, the school principal has determined that appropriate student discipline is established and enforced. The school principal has conferred with the certificated employees in the school building in order to develop and/or review building disciplinary standards and the uniform enforcement of those standards;
- K. Written high school graduation requirements and rules have been adopted by the school district board of directors; and
-

- L. Equivalence among schools in teachers, administrators and auxiliary personnel and equivalence in the provision of curriculum materials and supplies among schools who receive Title 1 funds.

Cross References:	Policy 6800	Safety Operations and Maintenance of School Property
	Policy 5240	Evaluation of Staff
	Policy 4040	Public Access to District Records
	Policy 4000	Public Information Program
	Policy 3410	Student Health
	Policy 3231	Student Records
	Policy 3210	Nondiscrimination
	Policy 3200	Rights and Responsibilities
	Policy 2410	High School Graduation Requirements
	Policy 2140	Guidance and Counseling
	Policy 2104	Federal and/or State Funded Special Instructional Programs
	Policy 2090	Program Evaluation
	Policy 2020	Curriculum Development and Adoption of Instructional Materials
	Policy 1310	Policy Adoption, Manuals and Administrative Procedures

Adoption Date: 2.27.08
Steilacoom Historical School District No.1
Revised: 2.10.16, 1.21.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 01/21/2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 2108, Learning Assistance Program, has been updated to remove outdated COVID 19 related language. No changes were made to program structure, eligibility criteria, or reporting requirements. The revision ensures the policy remains current and aligned with existing state law and district practice.

RECOMMENDED ACTION:

The Superintendent recommends the Board approve the revisions to Policy 2108, Learning Assistance Program.

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

LEARNING ASSISTANCE PROGRAM

The district will implement a learning assistance program designed to enhance educational opportunities for students enrolled in kindergarten through twelfth grade who are not meeting academic standards by providing supplemental instruction and services to those students. “Students who are not meeting academic standards” means students with the greatest academic deficits in basic skills as identified by statewide, school, or district assessments or other performance measurement tools.

~~Students Affected By COVID-19 Pandemic~~

~~Until the expiration or termination of Proclamation 20-05 declaring a state of emergency for all counties in Washington due to COVID-19 or until September 1, 2025—whichever is later—the district will budget and expend learning assistance program funds to identify and address the academic and nonacademic needs of students resulting from and exacerbated by the COVID-19 pandemic.~~

Washington Integrated Student Supports Protocol

The district will budget and expend learning assistance program funds using the framework of the Washington integrated student supports protocol, established under [RCW 28A.300.139](#).

The district may use up to 15% of its learning assistance program allocation to deliver academic, nonacademic, and social-emotional supports and services to students through partnerships with community-based or other out-of-school organizations in accordance with [RCW 28A.300.139](#).

If the district enters into an agreement with a community partner in accordance with [RCW 28A.300.139](#), the agreement must do the following:

- A. Specify that learning assistance program funds may be used only to provide direct supports and services to students;
- B. Clearly identify the academic, nonacademic, or social-emotional supports and services that will be made available to students by the community partner and how those supports and services align to the needs of the students as identified in the student-level needs assessment required by [RCW 28A.300.139](#); and
- C. Identify the in-school supports that will be reinforced by the supports and services provided by the community partner to promote student progress towards meeting academic standards.

Coordination with Other Programs

The district may coordinate federal, state, and local programs in order to serve the maximum number of students who are below grade level in basic skills. Students receiving assistance in another special needs program may also be served in the learning assistance program if they meet student eligibility and selection requirements.

Annual Report to OSPI

The district will submit an annual report on September 30th to the Office of Superintendent of Public Instruction detailing the following:

- A. The amount of academic growth gained by students participating in the learning assistance program;
- B. The number of students who gain at least one year of academic growth;
- C. The specific practices, activities, and programs used by each school building that received learning assistance funds;
- D. The percentage of learning assistance program funding used to engage community partners, the number of students receiving direct supports and services from those community partners, and the types of supports and services that are being provided; and
- E. The number of students served by the learning assistance program during the school year who were able to exit the program because student academic growth resulted in meeting the academic standard for grade level.

Cross References:	Policy 6100	Revenues from Local, State, and Federal Sources
	Policy 4130	Title I Parental Involvement
	Policy 2161	Special Education and Related Services for Eligible Students
	Policy 2104	Federal and/or State Funded Special Instructional Programs

Legal References:	Chapter 28A.165 RCW	Learning assistance program
	WAC 392-162	Special service program - Learning assistance
	SHB 1208 Chapter 111	Learning Assistance Program – Various
	Laws of 2021	Provisions

Management Resources:	Policy News, June 2005	Learning Assistance Policy Updated
	2018 - February Policy Issue	
	2021 June Issue	

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 2.10.16; 09.22.21; 01.21.2026

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 01/21/2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 2140, Comprehensive School Counseling Program, has been revised to reflect a shift toward a multitiered system of supports (MTSS) and to remove outdated language. The updates clarify the role of school counselors and Educational Staff Associate staff in providing tiered academic, career, and social emotional supports while maintaining the intent and scope of the district's comprehensive counseling program

RECOMMENDED ACTION:

The Superintendent recommends the Board approve the revisions to Policy 2140, Comprehensive School Counseling Program.

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

COMPREHENSIVE SCHOOL COUNSELING PROGRAM

The Steilacoom Historical School District Board of Directors recognizes that a comprehensive school counseling program based on current ~~and~~ national and state standards of best practice is an important part of the district's total program of instruction and support for all students.

The district will create a written plan to develop a comprehensive school counseling program of tiered services in accordance with state laws and regulations, school improvement plans, ethical standards, and district policies and procedures. ~~The district will revise its plan as necessary based on relevant data. The district will also create a transition plan that supports the long-term goal of full implementation of the written plan over time.~~

A school counselor is a professional educator who holds a valid school counselor certification as defined by the professional educator standards board. School counselors serve a vital role in the comprehensive school counseling program. The school counselor plans, develops, organizes, and leads delivery of a comprehensive school counseling program that focuses on the academic, career, and social-emotional needs of all students, based on the national standards for school counseling programs of the American School Counselor Association and state standards. School counselors align supports with the district's vision, mission, and school improvement goals. In addition to school counselors, all Educational Staff Associate (ESA) staff, in collaboration, serve to support the implementation ~~the district's Enriched Core Instruction (ECI) model for academic and behavioral skill as follows:~~of a comprehensive, multi-tiered system of student supports.

- ~~• The school counselor works with developing and leading a comprehensive guidance and counseling program to focus on the academic, career, personal, and social needs of all students.~~
- ~~• School psychologists carry out special education evaluation duties, among other things.~~
- ~~• School social workers promote and support students' health, academic, and social success with counseling and support, and by providing and coordinating specialized services and resources.~~

~~These professionals focus on student mental health, work with at-risk and marginalized students, perform risk assessments, and collaborate with mental health professionals to promote student achievement and create a safe learning environment.~~

School counselors and other ESA staff implementing the comprehensive school counseling program will spend no less than 80% of their contracted time on direct and indirect supports to students and no more than 20% of their contracted time on program planning and school support activities.

It is the goal of the Steilacoom Historical School District Board of Directors that the district's comprehensive school counseling program will assist every student in acquiring the knowledge, skills, and attitudes needed to become an effective student, responsible citizen, productive worker, and a lifelong learner. To that end, the district will develop and use materials, orientation programs, professional learning, and evidence-based counseling techniques that encourage participation in all available guidance and support opportunities, school programs, and courses of study, including career and vocational technical programs and employment opportunities.

The district will not deny any student the ability to participate in or benefit from its student support system based on sex, race, ethnicity, homelessness, immigration or citizenship status, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal, whether they take place on or off school grounds or are offered as part of the district's online or alternative learning programs.

The Board will provide resources to support the foundation, content, and continuous improvement of a comprehensive K-12 school counseling program, consistent with best practices described in state and national models. As feasible within existing resources, all school counseling programs will include the following elements: classroom counseling curriculum, individual student planning, responsive services, and systems support for the counseling program. ~~The superintendent or a designee will develop procedures to implement this policy.~~

Cross References:	Policy 2170	Career and Technical Education
	<u>Policy 3112</u>	<u>Social Emotional Climate</u>
	Policy 3123	Withdrawal Prior to Graduation
	Policy 3210	Nondiscrimination

<u>Legal References:</u>	<u>RCW 28A.320.280</u>	<u>School counselors, social workers, and psychologists - Priorities</u>
	<u>RCW 28A.320.290</u>	<u>School counselors, social workers, and psychologists – Professional collaboration</u>
<u>Legal References:</u>	<u>RCW 28A.410.043</u>	School counselor certification
	<u>WAC 392-190-010</u>	Agency filings affecting this section
	<u>RCW 28A.320.600-620</u>	Counseling and guidance services- Course and program Enrollment
<u>Management Resources:</u>	<u>2022 March Issue</u>	
	<u>2019 July Policy Issue</u>	
	<u>2014 December Issue</u>	
	<u>2008 December Issue</u>	

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 2.24.16; 05.25.22; 01.21.2026

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Agenda Item: Board Policy 6910 – Construction Financing

Board Meeting Date: January 21, 2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy number 6910 has been updated according to WSSDA recommendations.

The Non-Voter Approved Debt section has been expanded to include more detailed instructions on the issuance of non-voted debt.

The Bond section has been reworded for clarity.

RECOMMENDED ACTION:

The superintendent recommends approval of updated Board Policy 6910 – Construction Financing.

Report prepared by:

Sarah Jahn, Chief Finance Officer

CONSTRUCTION FINANCING

The board will attempt to add moneys to the capital projects fund regularly in such amounts as are available and appropriate to the district's needs as projected by the facilities master plan. Moneys in that fund which are not immediately needed will be invested in those securities permitted by law which will provide maximum return to the fund. In addition to those moneys, the board may consider non-voter approved debt within statutory limits and the board will seek authority from district electors to issue bonds or levy a special capital improvements property tax assessment for school construction when specific projects are anticipated. The board will also seek matching funds from the Superintendent of Public Instruction to the maximum extent available as well as any federal funds that may be available.

State School Construction Funds

Immediately after the board has approved the initiation of a construction project, the superintendent will notify the Superintendent of Public Instruction of the board's intent. All studies, notices and other requirements established by the Superintendent of Public Instruction as conditions for eligibility for state construction grants will be completed by the superintendent.

The advice of the state superintendent of public instruction will be solicited in order to assure the district's eligibility for state financial assistance.

Non-Voter Approved Debt

The district may contract indebtedness for any purpose specified in RCW 28A.530.010 (2), (4), and (5) or for the purpose of purchasing any real or personal property, or property rights, in connection with the exercise of any powers or duties which it is now or hereafter authorized to exercise, and issue bonds, notes, or other evidences of indebtedness therefor without a vote of the qualified electors of the district, subject to the limitations on indebtedness set forth in RCW 39.36.020(3).

Before issuing non-voted bonds in excess of \$250,000, the district will publish notice of intent to issue such bonds and will hold a public hearing on the proposal at any regular or special meeting of the board. The notice will designate:

- - the date, time, and place of the public hearing;
 - the purpose and amount of the bonds;
 - the type, terms, and conditions of the bonds;
 - the means identified for repayment; and
 - a statement that any person may appear and be heard on the issue of issuing such bonds.

The notice will be published at least once per week for two consecutive weeks in a newspaper of general circulation in the district, or if there is none, in a newspaper of general circulation in the county or counties in which such district is a part.

The last notice will be published no later than seven days immediately before the hearing.

At the conclusion of public comment, the board may proceed to determine, by resolution, whether to issue such bonds.

-

The public notice and hearing requirements will not apply to any refinancing or refunding of outstanding non-voted or voted bonds.

Such bonds, notes, or other evidence of indebtedness will be issued and sold in accordance with chapter 39.46 RCW, and the proceeds will be deposited in the capital project fund, the transportation vehicle fund, or the general fund, as applicable.

~~If the board decides it is prudent, it may authorize the issuance of non-voter approved debt within statutory limits to purchase facility sites; improve energy efficiency of buildings; or acquire, remodel or repair school facilities. Statute limits non-voter approved school district debt to three-eighths of one percent of the value of the taxable land within the district.~~

Bonds

If the board determines that there are insufficient moneys in the building fund for a construction project, the board chooses not to authorize an election for a capital levy, and the district's limit on bonded indebtedness has not been reached, the board will authorize an election to seek the approval of voters to issue bonds in the amount needed for the project.

The legal requirements for bond elections and subsequent issuance and redemption of bonds will be met. The resolution adopted by the board calling for the bond election will specify the purposes of the bond including the specific buildings to be constructed or remodeled and any other purposes authorized in [RCW 28A.530.010](#). The board resolution will also describe the specific purposes the board anticipates for using any state financing assistance, if any.

If the board subsequently determines that state or local circumstances should cause any alteration to the specific expenditures from the debt financing or of the state assistance, the board will first conduct a public hearing to consider those circumstances and to receive public testimony. If the board then determines that any such alterations are in the best interests of the district, it may adopt a new resolution or amend the original resolution at a public meeting held subsequent to the meeting at which public testimony was received.

~~If circumstances alter the purposes for which the board believes it is in the best interest of the district to use the state funds or those raised through the bond, the board will conduct a public hearing to consider the circumstances and to receive public testimony. At a meeting subsequent to the public hearing the board may either amend its original resolution or adopt a new one describing the specific purposes to which the state and/or bond funds will be put.~~

Upon the sale of bonds duly authorized as prescribed by law, the proceeds will be credited by the county treasurer to the appropriate fund of the district.

Notice of intent to apply for state school construction funds will be submitted to the Superintendent of Public Instruction prior to submitting a bond proposal to district voters.

Legal References:	RCW 28A.320.310	Investment of building funds — Restrictions
	RCW 28A.525.020	Duties of Superintendent of Public Instruction
	RCW 28A.525.080	Federal funds for school plant facilities - Rules
	RCW 28A.530.030	Disposition of bond proceeds — Capital projects fund

Policy No. 6910
Management Support

RCW 28A.530.080	Additional authority to contract indebtedness - Notice
RCW 39.36.020	Limitation of indebtedness prescribed
WAC 392-123-180	Bond Proceeds

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 3.25.15, 1.21.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 21, 2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 6570

Policy 6570 Property and Data Management. Revisions include formatting changes, which relocate language regarding ongoing record retention schedules and prohibiting personal use. The revision also removes the currently cited “chapter 40.14 RCW” legal reference, as all legal language outlining Public records and definitions are covered in RCW 40.14.10 and RCW 42.56.070-080.

RECOMMENDED ACTION:

The Superintendent recommends approval of Policy 6570 Property and Data Management.

Report prepared by:
Shae Emery, Director of Operations

PROPERTY AND DATA MANAGEMENT

Data Management

The superintendent or designee is authorized to enter into a contract with the Washington School Information Processing Cooperative (WSIPC) to purchase a student information system, equipment, networking, and software to expand the current K-12 education statewide network. The board will review the data management program annually.

-

Property Records

Property records and inventory records will be maintained on all land, buildings, and personal property under the control of the district.

Property purchased in whole or in part with federal funds will be inventoried at least every two years. The inventory will include the serial number of the item, its cost and the percentage of federal funds used to purchase it.

Property records of facilities will be maintained on an ongoing basis.

Small attractive items (e.g., computers, printers, projectors, tools, or other electronic devices) will be inventoried annually and will be signed out to staff. Sign-out records will also be maintained.

At the end of each school year, each teacher will inventory the property items in his or her classroom. A randomly selected ten percent of those inventories will be double-checked by an employee of the business office.

For purposes of this policy, “equipment” will mean a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, and does not lose its identity when incorporated into a more complex unit.

~~Property records of facilities will be maintained on an ongoing basis.~~

No equipment will be removed for personal or non-school use. Property records will show, as appropriate to each item recorded, the following:

~~No equipment will be removed for personal or nonschool use. Property records will show, as appropriate to the item recorded, the following:~~

- A. Description of the property;

-

- | B. A serial number or other identification number (equipment may be identified with a permanent tag that provides appropriate district and equipment identification. ~~§~~);
- | C. Source of property;
- | D. Who holds title;
- | E. Manufacturer;
- | F. Year of purchase;
- | G. Initial cost;
- | H. Percentage of federal participation in the cost of the property;
- | I. Location;
- | J. Condition and depreciation;
- | K. Current valuation in conformity with insurance requirements; and
- | L. Disposition data including date of disposal and sale price of the property.
- |

Cross References:	Policy 3231	Student Records
	Policy 4040	Public Access to School District Records
	Policy 6801	Capital Assets and Theft- Sensitive Assets
	Policy 6955	Maintenance of Facilities Records

~~Legal References:~~	~~Chapter 40.14 RCW~~	~~Preservation and Destruction of Public Records~~
<u>Legal References:</u>	<u>RCW 40.14.010</u>	Definition of public records
	<u>RCW 42.56.070-080</u>	Public Records
	<u>34 C.F.R. § 80.32</u>	Uniform Administrative requirements for grants and cooperative agreements to state and local governments — Equipment
	<u>School Districts and Educational Service Districts Records Retention</u>	

[Schedule Version 8.0](#)
(November 2012)

Management Resources:	2010 - February Issue	
	<i>Policy News</i> , April 2006	Fixed Assets
	<i>Policy News</i> , April 2005	Records Retention Schedule Updated

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 01.28.15; 1.21.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 21, 2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 6920

Policy 6920 Construction Design is revised to focus on educational and instructional considerations rather than operational accommodations during the design phase. This revision also includes language to allow the superintendent to appoint a designee to oversee that construction projects comply with accessibility requirements. Additional legal references have also been added to the Policy regarding Discrimination, Human Rights, Educational Specifications and Competitive Bidding procedures.

RECOMMENDED ACTION:

The Superintendent recommends approval of Policy 6920 Construction Design.

Report prepared by:
Shae Emery, Director of Operations

CONSTRUCTION DESIGN

Facilities will be designed to accommodate the educational, ~~and~~ instructional ~~and operational~~ needs of the district. The professional experience and judgment of staff will be used in developing such educational specifications. The law requires that special attention be given ~~to~~ the accessibility ~~to~~ of the education program by students of both sexes and those with disabilities. The superintendent ~~or designee~~ will see that all construction projects comply with the requirements for accessibility to individuals with disabilities and comparability between the sexes.

After determining that a need for new or improved facilities exists, the board, with the guidance of its ~~professional~~ staff, ~~will~~may engage in the following processes:

- A. Engage construction management services ~~if applicable;~~
- B. Select an architect;
- C. Review a site evaluation including an assessment of existing facilities, if any, on the site;
- D. Develop educational specifications recognizing instructional needs and available financial resources;
- E. Review and approve schematic design prepared by architect, assuring that the new or remodeled facility or part of a facility is readily accessible to and usable by individuals with disabilities;
- F. Review a value engineering study and constructability review, and approve construction design including construction estimates;
- G. Call for bids; and
- ~~H. Review and approve final construction contract; and~~
~~H. The board will comply with the terms and conditions as specified in the contract between the architect and the school district.~~

Legal References: [Chapter 39.35 RCW](#) Energy conservation in design of public Facilities
 [42 U.S.C. § 12101 et. seq.](#) Americans with Disabilities Act

WAC 392-343-080	Value engineering studies, constructability reviews, and building commissioning — Requirements and definitions
WAC 392-343-102	Construction management
WAC 392-344-065	Value engineering contracts
WAC 392-344-066	Constructability review contracts
WAC 392-344-075	Contracts — Filing
Chapter 49.60 RCW	Discrimination – Human Rights Commission
Chapter 28A.640 RCW	Sexual Equality
Chapter 28.642 RCW	Discrimination Prohibition
Chapter 39.80 RCW	Contracts for Architectural and Engineering Services
RCW 28A.335.190	Advertising for bids – Competitive bid procedures – Purchases from inmate work programs – Emergencies – Exceptions – Definitions
WAC 392-342-015	Educational specifications
WAC 392-343-065	Educational specifications
WAC 392-344-040	Educational specifications
WAC 392-344-050	Educational specifications contracts
WAC 392-344-067	Building commissioning contracts
WAC 392-344-068	Construction management

Management Resources: *Policy News*, October 2011 Policy Manual Revisions

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 5.8.13; 3.25.15; **1.21.26**

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 21, 2026

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 6955

Policy 6955 Maintenance of Facility records has been revised to include additional record retention requirements of building plans, permits, estimates, and maintenance manuals. The updated policy also makes mention of record integration with newly required Operation and Maintenance programs which aligns with the clean buildings performance standard (CBPS). This revision also allows for the superintendent to designate an appointee to oversee the retention of these records.

RECOMMENDED ACTION:

The Superintendent recommends approval of Policy 6955 Maintenance of Facility Records.

Report prepared by:
Shae Emery, Director of Operations

MAINTENANCE OF FACILITIES RECORDS

The maintenance of adequate records is vitally important to the future facilities operation and maintenance program within the district, and to the resolution of any disputes that may arise regarding a construction project.

The superintendent or designee will keep ~~all~~relevant reports, documents, and plans as they relate to an existing or proposed project. The records will include copies of ~~all~~relevant correspondence relating to the project. The superintendent or designee will require from the architect, engineer, contractor, or other parties at least the following, as they become available:

- A. Inspection ~~and~~ progress, and compliance reports;
- B. Results from tests of material quality and composition, ~~etc.;~~
- C. ~~Drawings of, plans, specifications, estimates, as-built documents, and maintenance manuals for~~ buildings and sites;
- D. Conveyance records, title ~~search~~searches, bond issuance records, and ~~any~~permits, licenses, and legal documents issued or executed pursuant to the project;
- E. Guarantees and warranties; and
- F. ~~Other papers~~documents relevant to the project, such as ~~the record of~~ board resolutions and change orders.

Cross Reference:	Policy 6570	Property and Data Management
Legal References:	RCW 39.04.020	Plans and specifications — Estimates — Publications — Emergencies
	RCW 39.04.040	Work to be executed according to plans — Supplemental plans
	RCW 39.04.070	Account and record of cost
	RCW 39.04.080	Certified copy to be filed — Engineers' certificate
	RCW 39.04.100	Records open to public inspection — Certified copies

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 4.22.15; 1.21.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: January 21, 2026

Board Governance Goal – 5000 Policy Series

Strategic Focus Area

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

BACKGROUND INFORMATION

For the review of the 5000 series, we are providing the following policies for the Board to review this month:

Policy 5161– [Civility in the Workplace](#) (last review/edit on 6/12/24)

Policy 5203 – [Staff Assistance Program](#) (last review/edit on 11/25/25)

Both policies are aligned with current WSSDA model policy.

RECOMMENDED ACTION:

No action required.

Report prepared by:

Susanne Beauchaine, Executive Director of Human Resources

CIVILITY IN THE WORKPLACE

The Steilacoom Historical School District board believes that a safe, civil environment of mutual respect and orderly conduct contributes to a quality educational environment. Conversely, uncivil conduct, similar to other forms of disruptive behavior, may interfere with an employee's ability to accomplish their work and a school's ability to educate its students.

The board of directors commits the district in its entirety to the core value of mutual respect for each person regardless of individual differences or characteristics. The district expects this value to be manifested in the daily behavior of all constituents. When differences exist, stakeholders will use clear, concise, and courteous communication with the goal of arriving at a goodwill solution. Uncivil conduct on district property or at district-sponsored activities by school directors, staff, parents, volunteers, contractors, or visitors is prohibited.

Definition of Uncivil Conduct

For the purposes of this policy, "uncivil conduct" includes but is not limited to, the following:

- Using vulgar, obscene or profane gestures or words;
- Using insulting or disrespectful nonverbal behaviors toward or in connection with another;
- Taunting, jeering, or inciting others to taunt or jeer an individual;
- Raising one's voice at another individual, and/or repeatedly interrupting another individual who is speaking;
- Using personal epithets or slurs,
- Gesturing or behaving in a manner that puts another in fear for his/her personal safety, including invading the personal space of an individual after being directed to move away, physically blocking an individual's exit from a room or location, or remaining in a classroom or school area after a teacher or administrator in authority has directed one to leave, or other similar disruptive conduct.

"Uncivil conduct" does not include the expression of controversial or differing viewpoints that may be offensive to some persons, so long as (1) the ideas are presented in a respectful manner and at a time and place that are appropriate, and (2) such expression does not materially disrupt, and may not be reasonably anticipated to disrupt, the educational process. Nor does "uncivil conduct" include regular supervisory-subordinate interactions, including but not limited to, corrective action, discipline, unsatisfactory evaluations, plans for improvement, or probation.

Cross References: Policy 1620 The Board-Superintendent Relationship
 Policy 4200 Parent Access and Safe and Orderly Learning Environment
 Policy 4220 Complaints Concerning Staff or Programs
 Policy 5010 Nondiscrimination and Affirmative Action
 Policy 5011 Sexual Harassment of District Staff Prohibited

Legal References: [RCW 28A.330.100](#) Additional powers of board

Adoption Date: 06.12.24
Steilacoom Historical School District No. 1

STAFF ASSISTANCE PROGRAM

The district will maintain, as revenues permit, a staff assistance program designed to provide support to staff members who are experiencing a job performance problem. A staff assistance program committee may be established to assist in the implementation of this policy and make program recommendations.

A wide range of problems not directly associated with a job function may affect the staff member's job performance. These problems may result from alcohol abuse or alcoholism; other drug abuse; physical, mental, or emotional illness; personal problems such as marital, family, financial, or legal difficulties; or any combination of these problems.

The staff assistance program will provide professional and confidential assistance to staff members and their families seeking assistance.

Participation in the staff assistance program will not jeopardize employment or job promotion, nor will such participation substitute for employer action(s) regarding evaluation, probation, and/or termination as provided for under collective bargaining agreements or board policies. The program will be evaluated on an annual basis.

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Reviewed: 1.23.13; 11.25.25