



**STEILACOOM HISTORICAL SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES**

Wednesday, April 15, 2026

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

Directors Balogh, Lewis, Rohrer, and Scott present.

Motion to excuse Director Tinsley

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to excuse Director Tinsley passed 4/0.

1.4 Agenda Review

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

1.5 Approval of Agenda

Motion to approve the agenda as published.

Moved by: Cody Balogh; seconded by: Patrick Lewis

The motion to approve the agenda as published passed 4/0.

2. PRESENTATIONS

2.1 Steilacoom High School Band Presentation

Matt Vegh, Steilacoom High School Band Director, introduced SHS sophomore Aubrie Clark, who performed "The Narrows" by Joey Eng.

Directors shared how remarkable the performance was, and admired Aubrie's talent and dedication. Chair Scott shared he is constantly in awe of the music programs in the district.

2.2 Certificated School Employees Recognition

Certificated School Employees Recognition

Susanne Beauchaine, Executive Director for Human Resources, thanked the district's certificated staff for their contributions and unwavering dedication to the education of our district's students. The district employs 179 certificated staff. The average years of teaching experience among these staff members is 16 years, and 85% of our certificated staff hold at least a master's degree. The district also has 17 Nationally Board Certified Teachers. Ms. Beauchaine introduced Steilacoom Education Association President Stephanie Mateus and Vice President Denise Isler, as well as other staff members in attendance.

Chair Scott shared he toured Cherrydale and SHS on recent SIP visits, and it's obvious our schools and students are thriving because of the amazing teachers in the district.

2.3 Volunteer Appreciation

Volunteer Appreciation

Ms. Beauchaine thanked the 2, 405 district volunteers for their nearly 7,000 hours serving in numerous capacities throughout the district. She recognized volunteers who have contributed a significant amount of volunteer hours in their building - including Joan Armstrong (Chloe Clark), Don Humphrey (Cherrydale), Kitt Bender & Mary Beth Camp (Anderson Island), Maria-Teresa Correll (Saltar's Point), Adam DiPetrillo & Kenneth Hayes (Pioneer), and Charles Naas (SHS).

Chair Scott shared one of the hallmarks of our district is the remarkable level of volunteerism that supports and enriches our students.

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

No comments.

4. REPORTS

4.1 CTE Report

CTE Report

Hayley Hathaway, SHS Assistant Principal, shared the district's CTE Spring Update including current program highlights as well as program improvements planned for the 2026-27 school year. Ms. Hathaway also shared the district's vertical alignment plan featuring ways to implement CTE and career exploration in middle school (with some even starting in grades K-5!). She highlighted community involvement in the program and also shared information on Industry Recognized Credential (IRC) implementation.

Director Lewis shared he appreciates the certification process being offered to our students.

Director Rohrer shared she appreciates Ms. Hathaway's passion for the CTE program, and thanked her for the attention to detail she is giving the program, especially in regards to the vertical alignment. She asked what are some of the most popular, and least popular, CTE courses offered at SHS? Ms. Hathaway shared large enrollment classes include digital media, art classes, and other dual credit classes. Aerospace Engineering is a course with lower enrollment, but the high school is working to grow and build that class.

Director Balogh shared he appreciates the intentional vertical alignment of the program. Additionally, he is impressed that these types of classes give our students the skills they need to find stable, well-paying careers. He asked if CTE classes and College in the High School classes are two separate pathways? Ms. Hathaway shared many courses have a melded framework so students can earn CTE credits and college credits from the same class.

Chair Scott shared every student will not choose a 4-year college pathway, and these programs offer great career options for our students. He inquired about the SHS JROTC program, and encouraged Ms. Hathaway to make sure she includes the military in next year's CTE career fair.

4.2 WSIF Progress Report

WSIF Progress Report

Laurie Vallieres, Executive Director of Teaching & Learning, shared the district's Washington School Improvement Framework (WSIF) updates. Dr. Vallieres shared how the WSIF measures performance, and share data for each district school.

Director Balogh asked which performance measures we are struggling the most in. Dr. Vallieres shared special education, MLL, and low income typically are the categories we are striving to improve. Dr. Vallieres continued to share how different schools in the district are taking intentional steps to meet the needs of all students.

Chair Scott asked how districts are rated in terms of success, and Dr. Vallieres explained that process.

4.3 Budget Status Report

[Budget Status Report](#) 

Sarah Jahn, CFO, shared the budget status report for all funds as of the end of March 2026, along with charts and data showing monthly enrollment, general fund balance, and general fund cash balance.

No questions from directors.

4.4 Legislative Update Report

Director Rohrer shared a legislative update including some major K-12 setbacks and significant reductions in funding. She encouraged the community to continue to contact legislators. She thanked district leadership for consistently navigating these challenges and continuing to lead our district well.

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 March and April 2026 Accounts Payable and March 2026 Payroll

[March and April 2026 Accounts Payable and March 2026 Payroll](#) 

5.2 Approval of March 18 2026 Regular Board Meeting Minutes

[March 18 2026 Regular Board Meeting Minutes](#) 

5.3 Approval of Personnel Reports

[Admin Personnel Report 4.15.26](#) 

[Certificated Personnel Report 4.15.26](#) 

[Classified Personnel Report 4.15.26](#) 

[Co-Curricular Personnel Report 4.15.26](#) 

5.4 Vote to Approve Consent Agenda

Motion to approve the Consent Agenda

Moved by: Patrick Lewis; seconded by: Cody Balogh

The motion to approve the consent agenda passed 4/0.

6. NEW BUSINESS

6.1 Approval of Resolution 946-04-15-26 National Mental Health Awareness Month

[Resolution 946-04-15-26 National Mental Health Awareness Month](#) 

Susanne Beauchaine shared Resolution 946-04-15-26 National Mental Health Awareness Month. Ms. Beauchaine shared the resolution recognizes that mental health is essential for a person's overall health. The district encourages all school staff and community members to support and participate in activities to recognize and support mental health awareness, and declares May to be Mental Health Awareness Month in the Steilacoom Historical School District.

Motion to approve Resolution 946-04-15-26 National Mental Health Awareness Month

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Resolution 946-04-15-26 National Mental Health Awareness Month passed 4/0.

6.2 First Reading of Policy 5401 Sick Leave

[Policy 5401 Sick Leave](#) 

Susanne Beauchaine shared Policy 5401 Sick Leave is revised to streamline the policy by referencing applicable state and federal laws, rather than including detailed language that can become outdated as laws change.

A new procedure will be developed to outline district practices in implementing this policy.

Motion to approve Policy 5401 Sick Leave

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Policy 5401 Sick Leave passed 4/0.

6.3 First Reading of Policy 5403 Emergency and Discretionary Leave

[Policy 5403 Emergency and Discretionary Leave](#) 

Susanne Beauchaine shared Policy 5403 Emergency and Discretionary Leave is revised by removing repetitive language (referenced in other policies), and for clarity.

Motion to approve Policy 5403 Emergency and Discretionary Leave

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

**The motion to approve Policy 5403 Emergency and Discretionary Leave
passed 4/0.**

6.4 First Reading of Policy 5404 Family and Medical Leave

Policy 5404 Family and Medical Leave 

Susanne Beauchaine shared Policy 5404 Family and Medical Leave is revised to streamline the policy by referencing applicable state and federal laws, rather than including detailed language that can become outdated as laws change.

Motion to approve Policy 5404 Family and Medical Leave

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Policy 5404 Family and Medical Leave passed 4/0.

6.5 Board Goal - 5000 Series Policy Review

5000 Series Policy Review April 15 2026 

District Policy 5407 Military Leave was included in this month's board packet for board review.

7. COMMUNICATION AND ANNOUNCEMENTS

7.1 Board Communication

No communication received by all board members.

7.2 Announcements

Chair Scott shared he felt it was unnecessary for the board to attend the most recent WSSDA Regional Meeting based on the agenda topic of connecting with the community, because the SHSD Board of Directors is as connected with the community as it possibly could be. Director Rohrer shared some board members also plan to continue offering Coffee Chats with the community.

8. CLOSED SESSION

8.1 Recess to Closed Session

Chair Scott recessed to a Closed Session at 7:11 p.m. with a time estimate of 45-minutes.

8.2 Closed Session

per RCW 42.30.140 (4)(b) to discuss collective bargaining (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course

of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

8.3 Return to Regular Meeting

Chair Scott returned to the Regular Board Meeting at 7:47 p.m.

9. **CLOSING ITEMS**

9.1 Adjourn Meeting

Motion to adjourn meeting at 7:47 p.m.

Moved by: Patrick Lewis; seconded by: Loujanna Rohrer

The motion to adjourn the meeting at 7:47 p.m. passed 4/0.


(Chair)

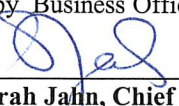
(Secretary/Superintendent)

Steilacoom Historical School District

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

DATE: April 15, 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.

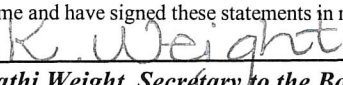

Sarah Jahn, Chief Financial Officer

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	800992	to	800992	\$ 1,882.94
	Payroll A/P	136642	to	136659	\$ 598,706.84
	Payroll ACH Payments				\$ 468,953.13
	Payroll Taxes				\$ 647,271.13
	Direct Deposit				\$ 1,829,838.60
March 20, 2026	Accounts Payable	136606	to	136641	\$ 232,879.20
April 8, 2026	Accounts Payable	136660	to	136689	\$ 183,437.93
March 26, 2026	Accounts Payable ACH	202500083	to	202500083	\$ 327,509.24
March 26, 2026	Accounts Payable ACH	202500085	to	202500085	\$ 39,267.06
TOTAL GENERAL FUND:					\$ 4,329,746.07
<u>CAPITAL PROJECTS FUND:</u>					
March 20, 2026	Accounts Payable	200694	to	200694	\$ 290,185.07
March 26, 2026	Accounts Payable ACH	202500086	to	202500086	\$ 4,468.60
TOTAL CAPITAL PROJECTS FUND:					\$ 294,653.67
<u>ASSOCIATED STUDENT BODY FUND:</u>					
March 20, 2026	Accounts Payable	405826	to	405831	\$ 101,585.54
April 8, 2026	Accounts Payable	405832	to	405833	\$ 100.00
April 8, 2026	Accounts Payable	405834	to	405841	\$ 5,688.24
March 12, 2026	Accounts Payable ACH	202500077	to	202500077	\$ 1,046.57
March 26, 2026	Accounts Payable ACH	202500084	to	202500084	\$ 2,002.70
March 26, 2026	Accounts Payable ACH	202500087	to	202500087	\$ 8,531.04
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 118,954.09
<u>TRANSPORTATION VEHICLE FUND:</u>					
TOTAL TRANSPORTATION VEHICLE FUND:					

Board of Directors of Steilacoom Historical School District No. 1

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


Kathi Weight, Secretary to the Board

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
ADMIN PERSONNEL REPORT - APRIL 15, 2026

Name	Position	Location	Effective Date	Action
TYRRELL JAKE	PRINCIPAL	HIGH SCHOOL	6/30/2026	RESIGNATION
BREMGARTNER KELLEY	DEAN OF STUDENTS	CHLOE CLARK	8/31/2026	NEW HIRE

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CERTIFICATED PERSONNEL REPORT - APRIL 15, 2026

Name	Position	FTE	Location	Effective Date	Action	Comment
BONET NOHELIA	TEACHER	1.00	HIGH SCHOOL	8/31/2026	NEW HIRE	
ZUGER-CHENEY NICHOLE	TEACHER	1.00	PIONEER	8/31/2026	NEW HIRE	
WALDROP ANNIE	TEACHER	1.00	PIONEER	8/31/2026	NEW HIRE	
CARTER MELISSA	TEACHER	1.00	SALTARS POINT	8/31/2026	NEW HIRE	
HAVERLY KELLI	TEACHER	1.00	SALTARS POINT	8/31/2026	NEW HIRE	
MARION MYA	TEACHER	1.00	PIONEER	8/31/2026	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - APRIL 15, 2026

Name	Position	Hours	Location	Effective Date	Action	Comment
HELMS JANICE	PARAPROFESSIONAL	6.50	CHLOE CLARK	4/24/2026	RESIGNATION	
COOLS ANDREW	GROUNDS I	8.00	MAINTENANCE	4/22/2026	NEW HIRE	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - APRIL 15, 2026

Name	Position	Location	Effective Date	Amount	Comment
GIDLEY AMANDA	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
SWIFT TRINA	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
HERIG JILL	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
BYRD NATE	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
STUGELMEYER SCOTT	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
HALLER KYLE	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
PILON MARY CATHERINE	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
BROWN AIMEE	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
BYRD MEGAN	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
GUILLEN BRITTNEY	6TH GRADE CAMP COUNSELOR	PIONEER	04/13/2026	\$ 600.00	
GIDLEY AMANDA	6TH GRADE CAMP COORDINATOR	PIONEER	04/13/2026	\$ 300.00	
HALLER KYLE	6TH GRADE CAMP COORDINATOR	PIONEER	04/13/2026	\$ 300.00	