STEILACOOM HISTORICAL SCHOOL DISTRICT
Regular Board Meeting Agenda
Wednesday, September 16, 2026 at 6:00 PM
Steilacoom Historical School District Professional Development Center
https://steilacoom-k12-wa-us.zoom.us/j/95451503003

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

2. PRESENTATIONS

2.1 School Opening Update 5
Back to School Update September 2026
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 23
Budget Status Report
Sarah Jahn

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 August and September 2026 Accounts Payable and August 2026 Payroll August and September 2026 Accounts Payable and August 2026 Payroll	36
5.2	Approval of August 19 2026 Regular Board Meeting Minutes August 19 2026 Regular Board Meeting Minutes	92
5.3	Approval of September 10 2026 Special Board Meeting Minutes September 10 2026 Special Board Meeting Minutes	99
5.4	Approval of Personnel Reports Classified Personnel Report 9.16.26 Co-Curricular Personnel Report 9.16.26 Approval of SCEA MOU	101
5.5	Approval of Steilacoom High School Sports Boosters Donations SHS Sports Boosters Donation - Dance Team SHS Sports Boosters Donation - Baseball Team	107
5.6	Approval of Chloe Clark PTA Donation Chloe Clark PTA Donation	110
5.7	Approval of Steilacoom High School Cross Country OR Field Trip SHS XC Field Trip Nike Portland Invitational	112
5.8	Approval of Steilacoom High School Chamber Choir NY Field Trip SHS Chamber Choir Field Trip New York	115
5.9	Vote to Approve Consent Agenda Vote	

6. OLD BUSINESS

6.1 Approval of SHSD Capital Facilities Plan 2027-2032 133
SHSD Capital Facilities Plan 2027-2032
Superintendent Weight

Vote

7. NEW BUSINESS

7.1 First Reading of Policy 2100 Educational Opportunities for Students with a Parent in the Military 172
Policy 2100 Educational Opportunities for Students with a Parent in the Military
Susanne Beauchaine

Vote

7.2 First Reading of Policy 3120 Enrollment 175
Policy 3120 Enrollment
Susanne Beauchaine

Vote

7.3 First Reading of Policy 3124 Removal/Release of Students During School Hours 178
Policy 3124 Removal/Release of Students During School Hours
Susanne Beauchaine

Vote

7.4 First Reading of Policy 3242 Closed Campus (Retired) 181
Policy 3242 Closed Campus
Susanne Beauchaine

Vote

7.5 First Reading of Policy 5280 Separation from Employment 183
Policy 5280 Separation from Employment
Susanne Beauchaine

Vote

7.6 First Reading of Policy 5406 Leave Sharing 187
Policy 5406 Leave Sharing
Susanne Beauchaine

Vote

7.7 First Reading of Policy 6020 System of Funds and Accounts 189
Policy 6020 System of Funds and Accounts
Sarah Jahn

Vote

7.8 First Reading of Policy 6100 Revenues from Local, State and Federal Sources 197
Policy 6100 Revenues from Local, State and Federal Sources
Sarah Jahn

Vote

7.9 First Reading of Policy 6530 Insurance 202
Policy 6530 Insurance
Sarah Jahn

Vote

7.10 First Reading of Policy 6910 Construction Financing 207
Policy 6910 Construction Financing
Sarah Jahn

Vote

8. CLOSING ITEMS

8.1 Board Communication

8.2 Announcements

8.3 Adjourn Meeting

Vote

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

The best education for every student.

STEILACOOM
Historical School District No. 1
Est. 1854

Back to School Update

Fall 2026

Dr. Weight

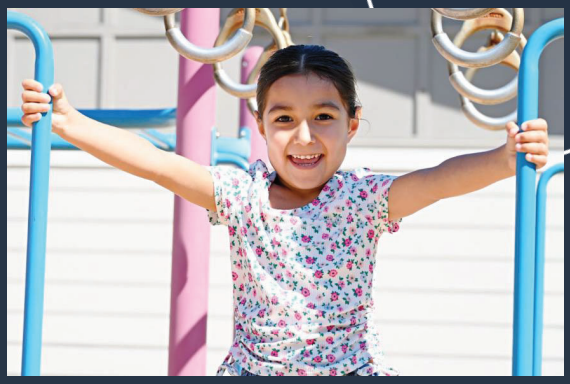
25 New Staff Members

Certificated & Classified



2,995 Learners

Grades TK-12th





2026-2031 Strategic Plan

FROM PLAN TO IMPACT

August and September: staff study evidence, identify priorities, craft goals, and name the action steps together. Throughout the year: teams return to those steps, study the impact on students, and adjust the work.

- SHSD STRATEGIC PLAN
- SCHOOL NEEDS ASSESSMENT
- CSIP GOALS
- ACTION STEPS
- EVIDENCE AND STUDENT IMPACT

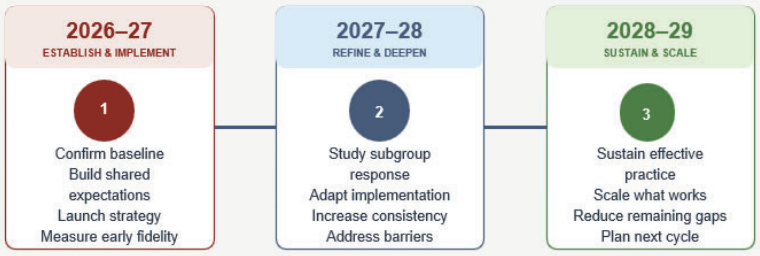
Every pattern must be examined through Systems, Culture, and Learning

SYSTEMS	CULTURE	LEARNING
What adult structures, resources, routines, schedules, and decisions produce or maintain this pattern?	Whose experience, voice, belonging, participation, expectations, or relationships help explain the pattern?	What are students learning, where are they growing, and which skills, grades, courses, or groups need attention?
Time • staffing • access • fidelity • procedures	Belonging • voice • attendance • participation	Achievement • growth • mastery • pathways

Four leadership commitments

ESTABLISH	clarity about purpose and practice
ALIGN	resources to student need
BUILD	systems for data-based decision making
FOSTER	cultures of trust and continuous improvement

Three years of learning growth
(not three disconnected plans)



The goal may remain stable while strategies, supports, and success criteria become more precise.

SHSD elevator speech

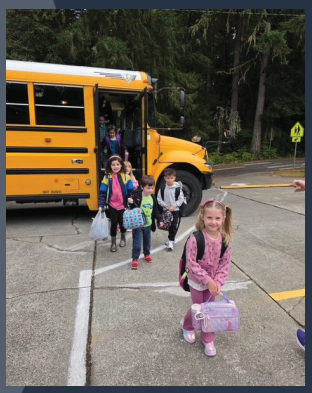
MTSS is how SHSD organizes instruction and support so every student gets what they need, when they need it. We begin with strong grade-level Tier 1 instruction for all, use shared data to identify need early, and add targeted or intensive support without waiting for failure or a label. Teams monitor response and adjust support over time. Leaders establish clarity, align resources, build decision-making routines, and foster trust. Our goal is a responsive system that delivers the best education for every student.

COMMON LANGUAGE FOR ALL STAFF

Our Schools



Anderson Island Elementary School





Enrollment

TK - 1
K-3rd – 13
TOTAL: 14 Students

Excitement

"I'm looking forward to another year Anchored in Excellence at Anderson Island Elementary—where every student is known, every relationship matters, and our small size allows us to respond intentionally to each child. I'm excited to see our staff continue creating joyful, challenging learning experiences that help every student grow with confidence."

Cherrydale Primary School





Enrollment

K – 63
1st – 99
2nd – 73
3rd – 82
TOTAL: 317 Students

Excitement

"I'm feeling incredibly excited and grateful for the year ahead. There's something about seeing our students and families back in the building that reminds me just how special this community is, and I feel very fortunate to be part of it. I'm looking forward to another year of learning alongside our students, supporting our staff, and continuing to grow together as a school community."

Chloe Clark Elementary School





Enrollment

TK – 20
K – 106
1st – 112
2nd – 103
3rd – 101
TOTAL: 442 Students

Excitement

"My focus this year is to notice and celebrate every glimmer, spark, and moment of learning and success our students experience—while building meaningful relationships and enjoying plenty of hugs along the way!."

Saltar's Point Elementary School





Enrollment

4th – 217
5th – 233
TOTAL: 455 Students

Excitement

"I'm excited to welcome new students, reconnect with returning ones, and see our former students come back as graduating seniors; a great reminder of why we do this work."

Pioneer Middle School



Enrollment

6th – 272
7th – 244
8th – 250
TOTAL: 766 Students



Excitement

"I'm looking forward to a year where every student feels they belong, believes in what they can accomplish, and has the opportunity to become the very best version of themselves. I'm excited to see our Pioneer community grow together."

Steilacoom High School





Enrollment

9th – 265
10th – 259
11th – 246
12th – 227
TOTAL: 1,004 Students

Excitement

"With immense gratitude and excitement, I look forward to seeing our students thrive as they find joy and confidence in their learning, building partnerships and connecting with our families and supporting our dedicated staff so they can provide the best opportunities for our students."

Enrollment



September 2026 Enrollment (FTE): 2,813.59

September 2025 Enrollment (FTE): 2,807.10

District Data



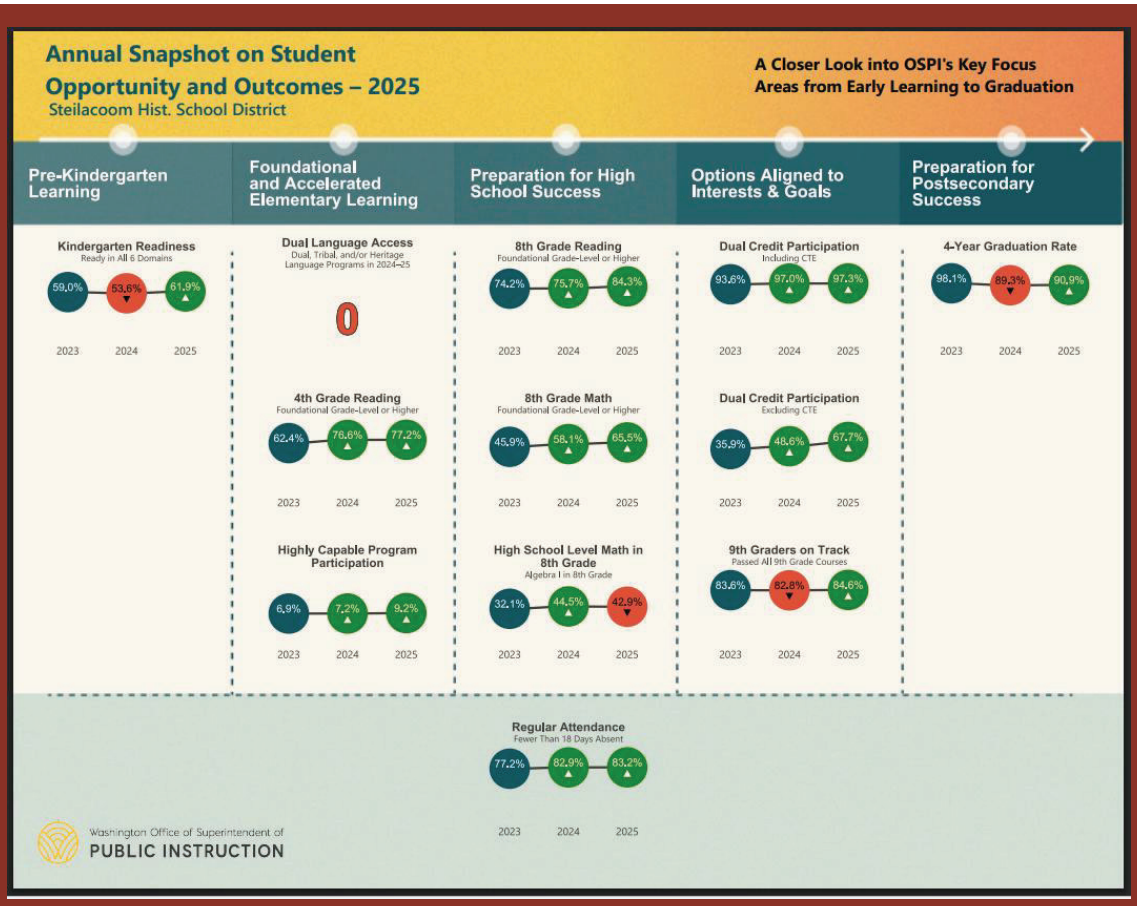
Transportation

- Durham runs 27 school buses - each bus visits 1 to 4 schools per day.
- 128 runs per day.
- Total daily student count: ~2,751 students.
- Average ridership per run: ~21.5 students.
- Average ridership per route per day: ~98 students.

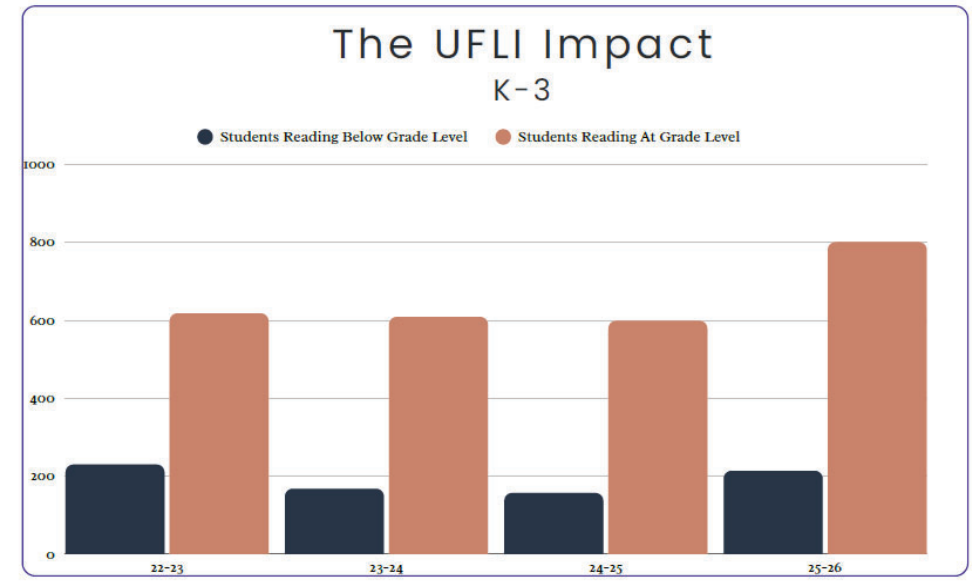
Food Service

- Sodexo employs 27 food service staff.
- 334,810 breakfast and lunches were served last year.
- 2nd year of summer community food service:
  - Total program lunches served: 7,229; increase of 21.3% over last year
  - Total program breakfast served: 2,590; increase of 92.7% over last year

District Data



District Data



Since SHSD began implementing UFLI in 2023, the number of students in kindergarten through grade 4 reading below grade level has decreased each year, from 345 to 214, a 38% reduction.

In 2025 to 2026, 78.1% of assessed students were reading at or above grade level. The strongest recent gains occurred in second and third grades, which together had 33 fewer students reading below grade level than last year.

Looking Ahead….



School Improvement Planning

- New 3-Year SIPs adopted – October 21st
- SIP Fall visits – end of October

Student Achievement

- SHS – "Best High Schools" (U.S. News and World Report)
- Early Literacy data is strong, with an increase in students reading at or above grade level
- SBA: SHS ELA at 82%, Grade 3 Mathematics at 66%, SP Grade 5 Science at 68%
- Grades 3 through 5 - Word Origins (new word-study curriculum) pilot this fall
- AP data shared in October – with our highest pass rate in 5 years (78%)
- Intensive plan of work around MTSS structures
- Highlighted in September issue of "Business View" Magazine

Thank you!

STEILACOOM
Historical School District No. 1

September 2026

To: Dr. Kathi Weight, Superintendent

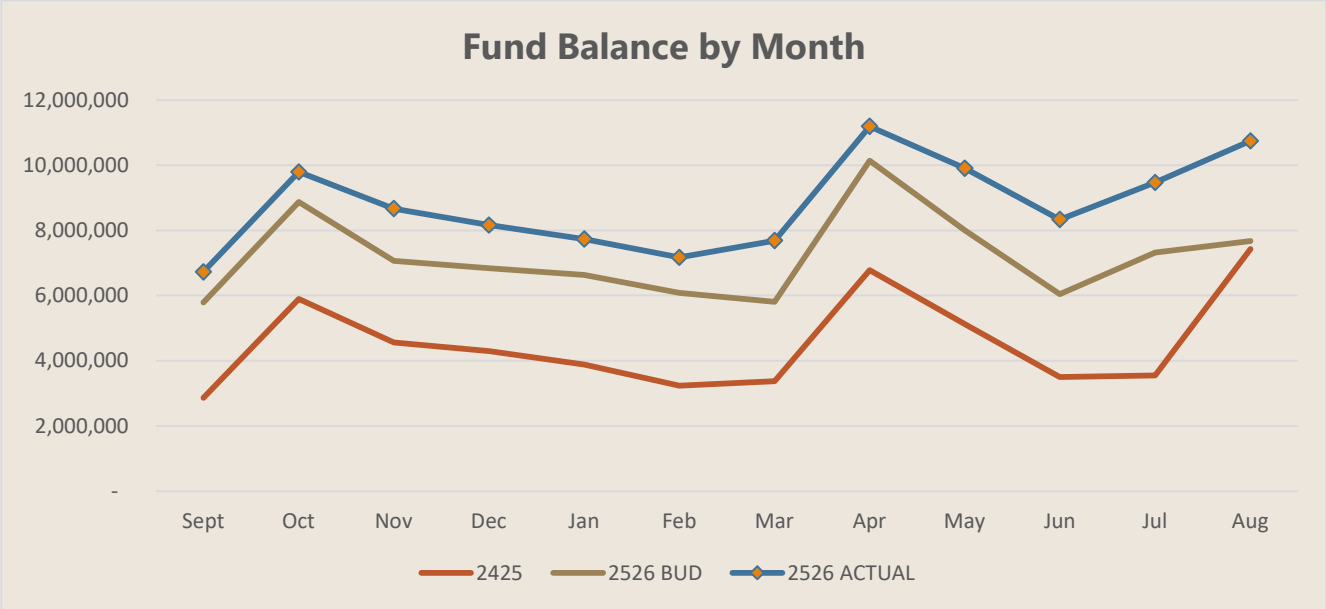
From: Sarah Jahn

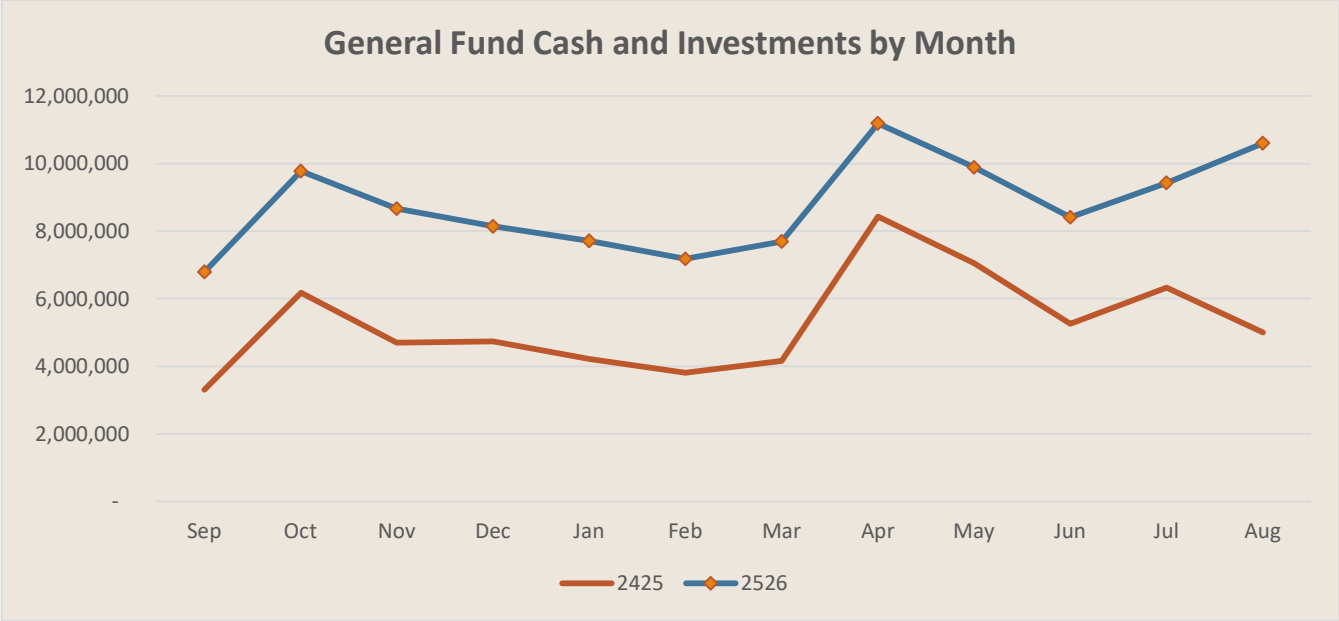
Subject: Interim financial update for August 2026 and budget-only Budget Status Report for September 2026 (2026-2027 fiscal year).

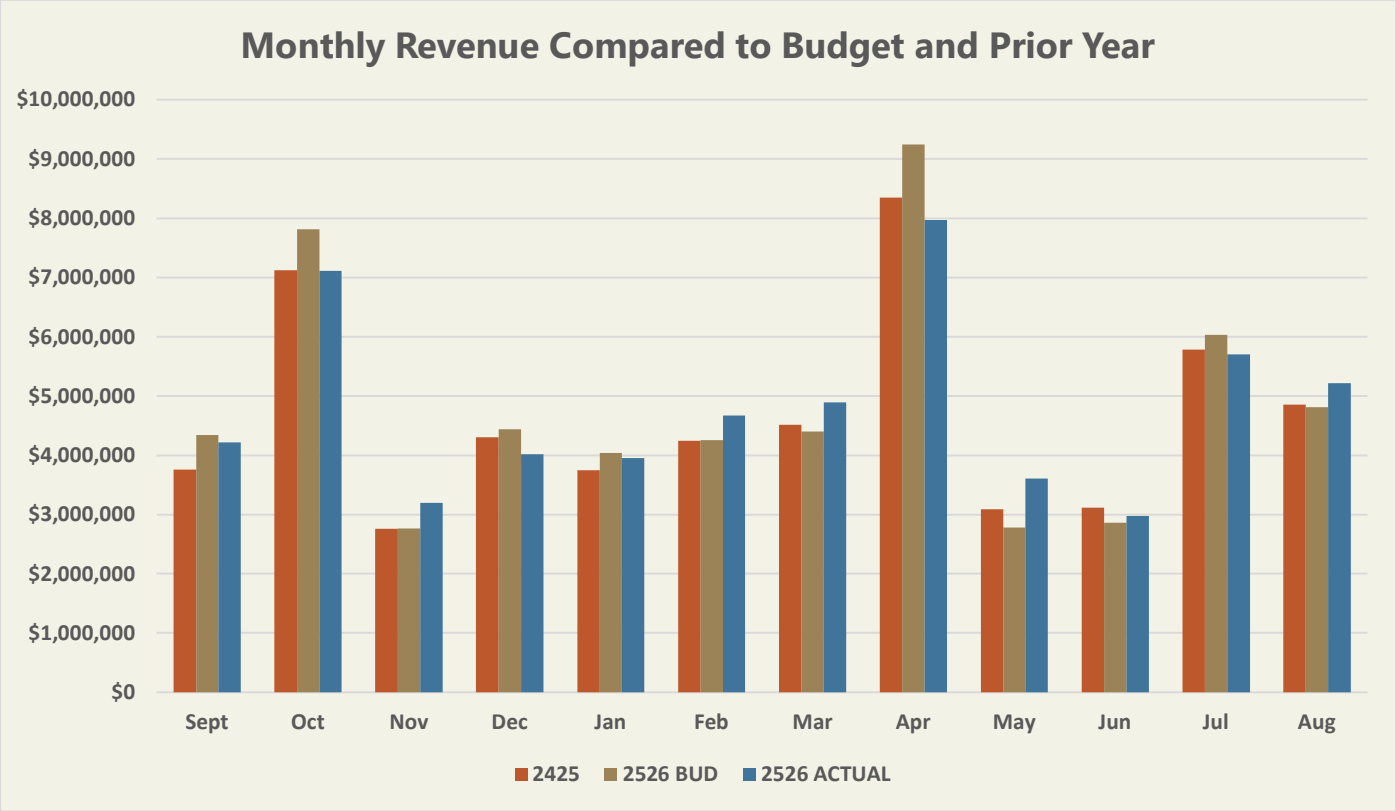
Attached are the interim Budget Status Reports for all funds as of the end of August 31, 2026, along with charts and data showing general fund balance, and general fund cash balance. A final, unaudited, Budget Status report for the 2025-2026 will be presented once year-end activities are complete.

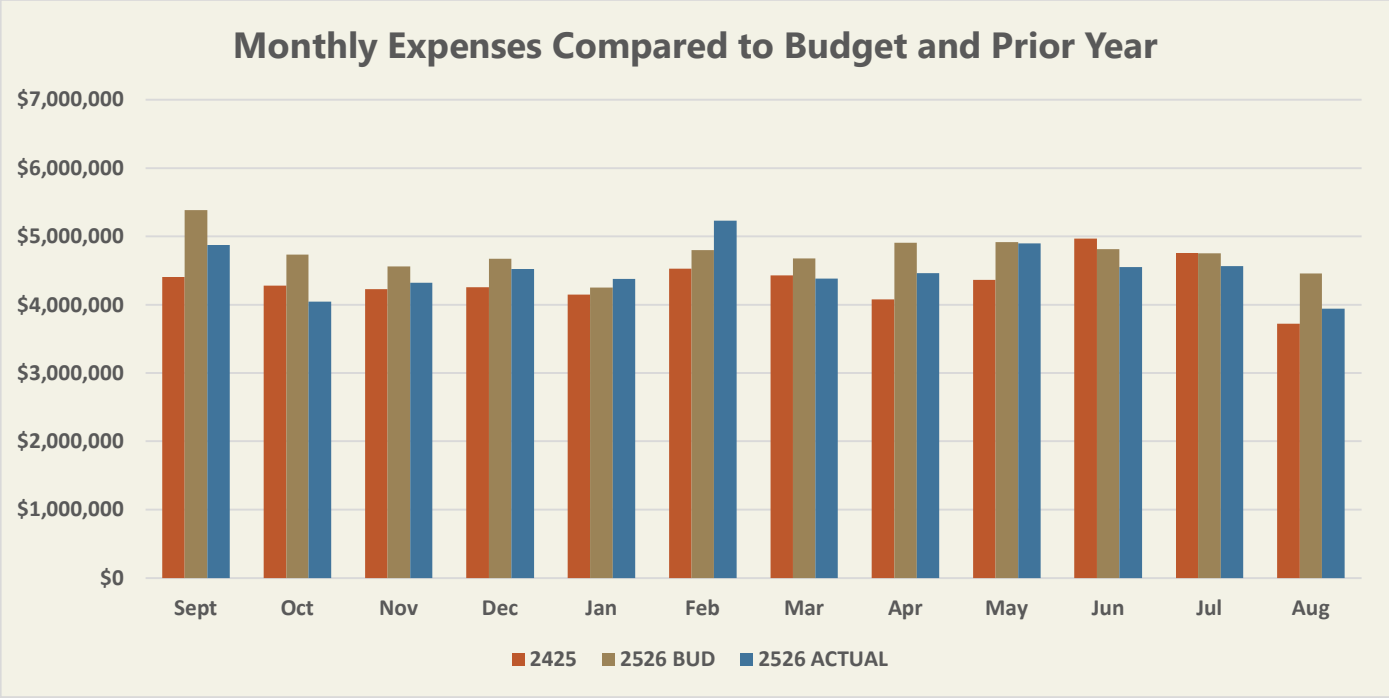
Also attached are summary charts for 2026-2027, budget and previous year data only. I have removed enrollment data since it will be part of your report.

General Fund	Fund Balance	Cash	
Prev Month End	9,473,412	9,423,050	
Curr Month End	10,748,565	10,606,637	
Inc/(Dec)	1,275,153	1,183,587	
Fund Bal Ratio	19.83%	63.37	Days Cash on hand






Monthly Revenue Compared to Budget and Prior Year
$10,000,000
$9,000,000
$8,000,000
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$0
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2425
2526 BUD
2526 ACTUAL


Monthly Expenses Compared to Budget and Prior Year
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$0
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2425
2526 BUD
2526 ACTUAL

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2026

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	9,959,223	36,612.53	9,937,633.74		21,589.26	99.78
2000 LOCAL SUPPORT NONTAX	1,090,000	21,254.98	1,096,643.42		6,643.42-	100.61
3000 STATE, GENERAL PURPOSE	32,400,400	3,233,414.51	32,026,295.98		374,104.02	98.85
4000 STATE, SPECIAL PURPOSE	10,904,800	1,611,523.46	11,526,226.79		621,426.79-	105.70
5000 FEDERAL, GENERAL PURPOSE	245,000	118,811.53	617,752.66		372,752.66-	252.14
6000 FEDERAL, SPECIAL PURPOSE	3,181,000	184,103.21	2,273,123.50		907,876.50	71.46
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	12,495.00	17,670.00		17,670.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	37,562.49		37,562.49-	0.00
Total REVENUES/OTHER FIN. SOURCES	57,780,423	5,218,215.22	57,532,908.58		247,514.42	99.57
B. EXPENDITURES						
00 Regular Instruction	29,924,187	2,182,867.36	28,833,869.62	267,134.18	823,183.20	97.25
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	8,778,309	633,712.26	8,387,751.35	8,290.04	382,267.61	95.65
30 Voc. Ed Instruction	2,947,644	194,986.00	2,670,653.82	126,663.06	150,327.12	94.90
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,578,631	243,137.96	1,267,325.29	38,061.78	273,243.93	82.69
70 Other Instructional Pgms	1,212,283	35,495.58	383,590.83	62,368.09	766,324.08	36.79
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	12,500,878	652,862.55	12,630,290.73	726,162.64	855,575.37-	106.84
Total EXPENDITURES	56,941,932	3,943,061.71	54,173,481.64	1,228,679.79	1,539,770.57	97.30
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	838,491	1,275,153.51	3,359,426.94		2,520,935.94	300.65
H. TOTAL BEGINNING FUND BALANCE	5,183,400		7,389,138.14			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	6,021,891		10,748,565.08			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810	Restricted For Other Items	0	.00
G/L 815	Restric Unequalized Deduct Rev	0	.00
G/L 821	Restrictd for Carryover	320,700	240,531.61
G/L 823	Restricted for Carryover of Tra	0	.00
G/L 825	Restricted for Skills Center	0	.00
G/L 828	Restricted for C/O of FS Rev	77,000	82,860.32
G/L 830	Restricted for Debt Service	0	.00
G/L 835	Restrictd For Arbitrage Rebate	0	.00
G/L 840	Nonspnd FB - Invent/Prepd Itms	300,500	264,704.54
G/L 845	Restricted for Self-Insurance	0	.00
G/L 850	Restricted for Uninsured Risks	0	.00
G/L 870	Committed to Other Purposes	0	.00
G/L 872	Committd to Econmc Stabilizatn	0	.00
G/L 873	Committed to Depreciation Sub-F	0	.00
G/L 875	Assigned Contingencies	0	.00
G/L 884	Assigned to Other Cap Projects	0	.00
G/L 888	Assigned to Other Purposes	0	.00
G/L 890	Unassigned Fund Balance	2,302,491	7,136,928.61
G/L 891	Unassigned Min Fnd Bal Policy	3,021,200	3,023,540.00
	TOTAL	6,021,891	10,748,565.08

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2026

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	6,533,088	25,923.22	6,532,899.31		188.69	100.00
2000 Local Support Nontax	0	114.94	69,487.10		69,487.10-	0.00
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	6,533,088	26,038.16	6,602,386.41		69,298.41-	101.06
B. EXPENDITURES						
10 Sites	620,000	.00	.00	403,078.35	216,921.65	65.01
20 Buildings	2,005,000	509,721.14	1,691,581.07	637,307.14	323,888.21-	116.15
30 Equipment	1,285,000	59,485.52	1,053,330.03	1,021,931.71	790,261.74-	161.50
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	3,640.00	14,040.00	0.00	14,040.00-	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	3,910,000	572,846.66	2,758,951.10	2,062,317.20	911,268.30-	123.31
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	2,623,088	546,808.50-	3,843,435.31		1,220,347.31	46.52
H. TOTAL BEGINNING FUND BALANCE	3,969,000		2,324,397.36			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	6,592,088		6,167,832.67			

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810	Restricted For Other Items	0	.00
G/L 825	Restricted for Skills Center	0	.00
G/L 830	Restricted for Debt Service	0	.00
G/L 835	Restrictd For Arbitrage Rebate	0	.00
G/L 840	Nonspnd FB - Invent/Prepd Itms	85,000	8,244.35
G/L 850	Restricted for Uninsured Risks	0	.00
G/L 861	Restricted from Bond Proceeds	0	.00
G/L 862	Committed from Levy Proceeds	3,810,000-	7,874,046.38
G/L 863	Restricted from State Proceeds	0	.00
G/L 864	Restricted from Fed Proceeds	0	.00
G/L 865	Restricted from Other Proceeds	0	.00
G/L 866	Restrictd from Impact Proceeds	84,000	198,485.28
G/L 867	Restricted from Mitigation Fees	0	.00
G/L 868	Restricted from CTE Carryover R	0	.00
G/L 869	Restricted fr Undistr Proceeds	0	.00
G/L 870	Committed to Other Purposes	0	.00
G/L 889	Assigned to Fund Purposes	10,233,088	1,912,943.34-
G/L 890	Unassigned Fund Balance	0	.00
	TOTAL	6,592,088	6,167,832.67

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2026

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	10,728.63		10,728.63-	0.00
2000 Local Support Nontax	50,000	2,611.02	31,085.83		18,914.17	62.17
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	50,000	2,611.02	41,814.46		8,185.54	83.63
B. EXPENDITURES						
Matured Bond Expenditures	0	.00	.00	0.00	.00	0.00
Interest On Bonds	0	.00	.00	0.00	.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	0	.00	.00	0.00	.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	0	.00	.00	0.00	.00	0.00
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	50,000	2,611.02	41,814.46		8,185.54-	16.37-
H. TOTAL BEGINNING FUND BALANCE	900,000		914,652.81			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	950,000		956,467.27			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	950,000		956,467.27			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	950,000		956,467.27			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2026

A. REVENUES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	244,000	1,444.17	194,507.20		49,492.80	79.72
2000 Athletics	262,000	2,000.21	69,943.50		192,056.50	26.70
3000 Classes	69,700	.00	57,837.82		11,862.18	82.98
4000 Clubs	866,500	424.00	348,147.88		518,352.12	40.18
6000 Private Moneys	7,000	220.00	3,622.99		3,377.01	51.76
Total REVENUES	1,449,200	4,088.38	674,059.39		775,140.61	46.51
B. EXPENDITURES						
1000 General Student Body	245,100	1,895.90	49,140.14	634.38	195,325.48	20.31
2000 Athletics	316,600	5,065.54	145,989.96	27,591.63	143,018.41	54.83
3000 Classes	63,700	3,441.78	54,611.90	7,676.08	1,412.02	97.78
4000 Clubs	782,700	476.07	330,419.76	1,670.88	450,609.36	42.43
6000 Private Moneys	8,700	.00	4,024.33	0.00	4,675.67	46.26
Total EXPENDITURES	1,416,800	10,879.29	584,186.09	37,572.97	795,040.94	43.88
C. EXCESS OF REVENUES OVER(UNDER) EXPENDITURES (A-B)	32,400	6,790.91-	89,873.30		57,473.30	177.39
D. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
E. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
F. NET CHANGE IN FUND BALANCE (C+D-E)	32,400	6,790.91-	89,873.30		57,473.30	177.39
G. TOTAL BEGINNING FUND BALANCE	400,000		311,022.59			
H. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
I. TOTAL ENDING FUND BALANCE (F+G + OR - H)	432,400		400,895.89			
J. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	432,400		400,895.89			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	432,400		400,895.89			

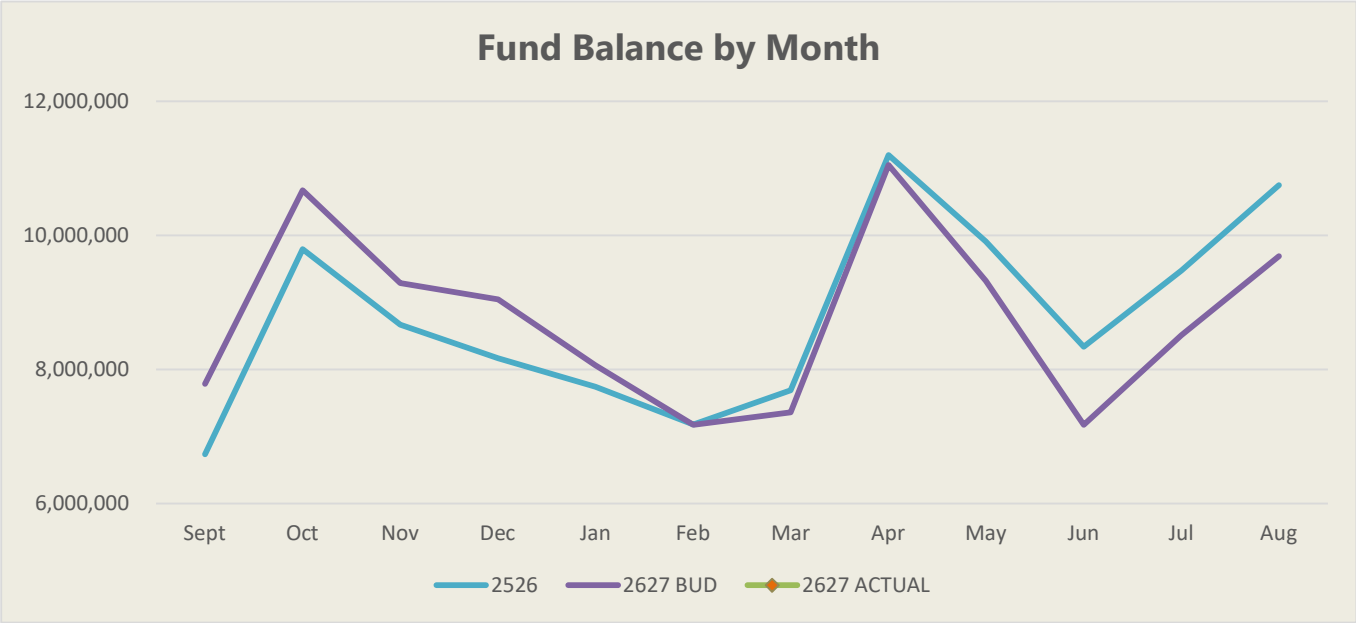
90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

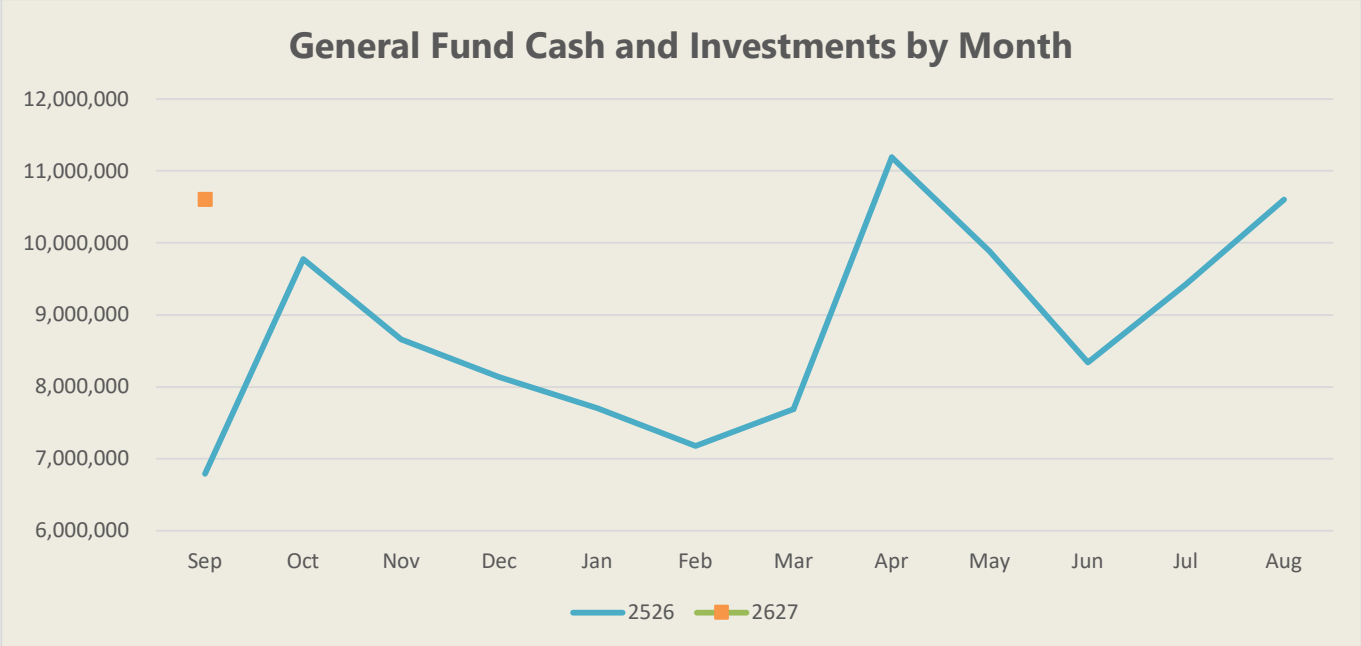
For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2026

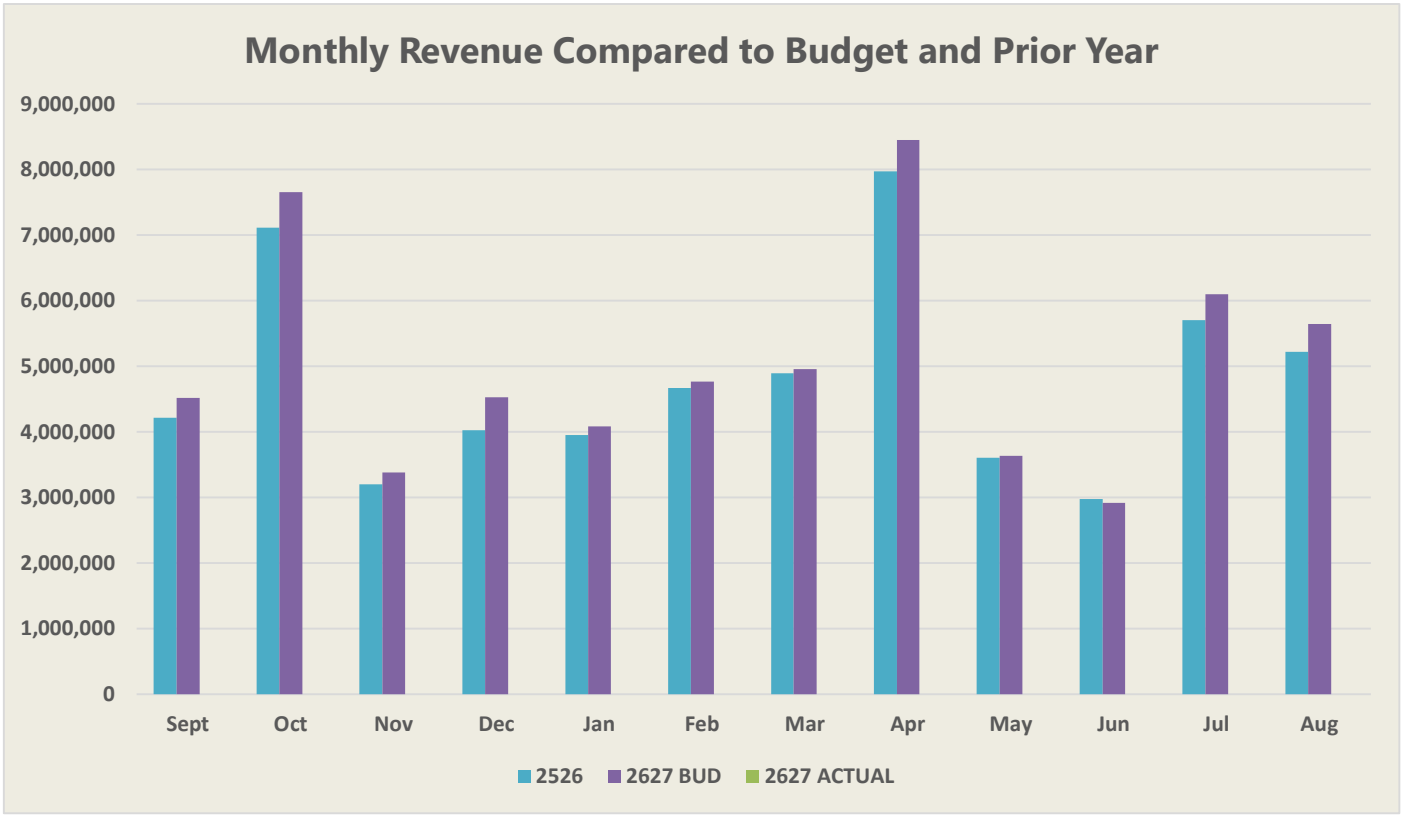
	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	5,000	460.38	5,484.87		484.87-	109.70
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	5,000	460.38	5,484.87		484.87-	109.70
B. EXPENDITURES						
Type 30 Equipment	0	.00	.00	0.00	.00	0.00
Type 40 Energy	0	.00	.00	0.00	.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	0	.00	.00	0.00	.00	0.00
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	5,000	460.38	5,484.87		484.87	9.70
H. TOTAL BEGINNING FUND BALANCE	180,000		232,176.26			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	185,000		237,661.13			
K. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	185,000		237,661.13			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	185,000		237,661.13			

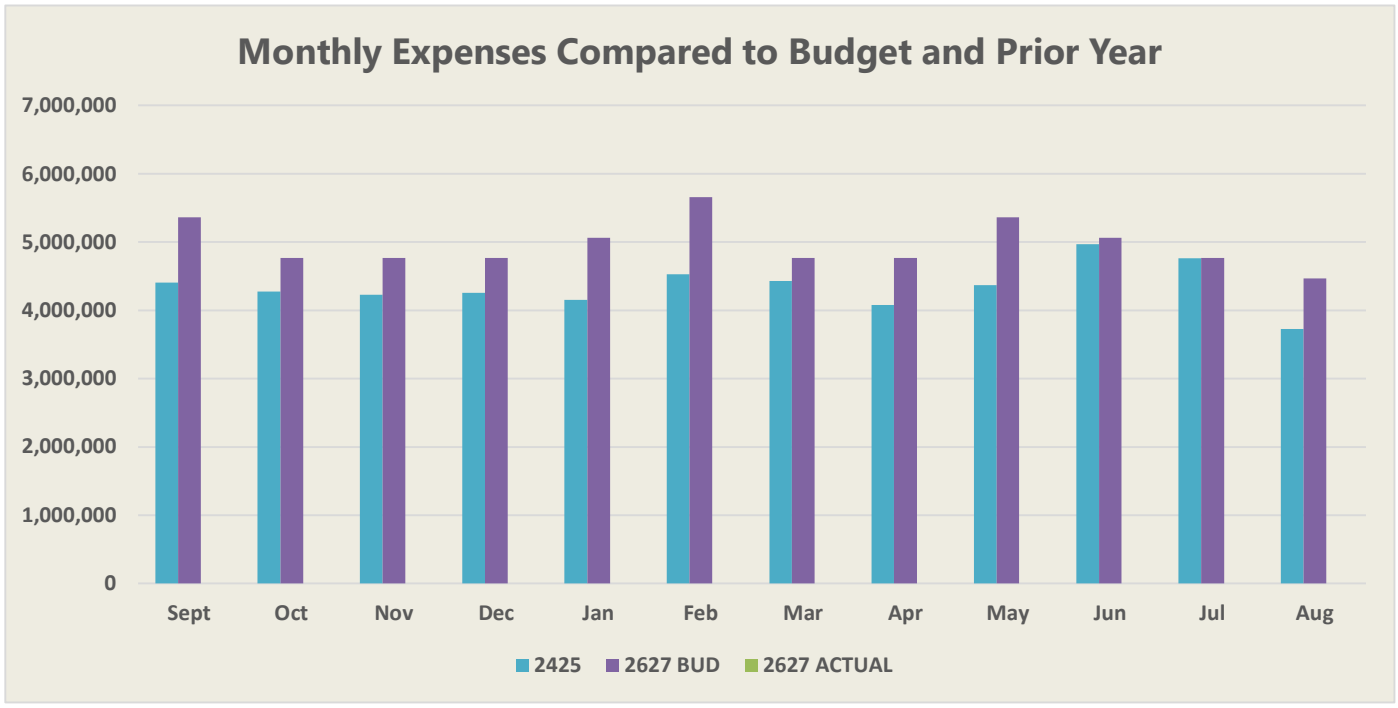
********** End of report **********

General Fund	Fund Balance	Cash	
Prev Month End	10,748,565	10,606,637	
Curr Month End	10,748,565	10,606,637	
Inc/(Dec)	0	0	
Fund Bal Ratio	18.88%	-	Days Cash on hand






Monthly Revenue Compared to Budget and Prior Year
9,000,000
8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2526
2627 BUD
2627 ACTUAL


Monthly Expenses Compared to Budget and Prior Year
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2425
2627 BUD
2627 ACTUAL

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: September 16, 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
GENERAL FUND:					
	Payroll	800998	to	800998	$ 1,895.99
	Payroll A/P	137097	to	137112	$ 598,982.72
	Payroll ACH Payments		to		$ 549,262.99
	Payroll Taxes		to		$ 646,206.02
	Direct Deposit		to		$ 1,794,077.00
August 25, 2026	Accounts Payable	137113	to	137145	$ 119,407.14
August 25, 2026	Accounts Payable	137146	to	137151	$ 69,933.40
August 27, 2026	Accounts Payable	137152	to	137152	$ 2,523.72
August 31, 2026	Accounts Payable	137153	to	137153	$ 13.25
August 7, 2026	Accounts Payable ACH	202500168	to	202500168	$ 9,506.42
August 12, 2026	Accounts Payable ACH	202500169	to	202500169	$ 39,309.10
August 25, 2026	Accounts Payable ACH	202500178	to	202500179	$ 25,312.47
September 3, 2026	Accounts Payable ACH	202600001	to	202600004	$ 2,305.88
September 4, 2026	Accounts Payable ACH	202600005	to	202600005	$ 40,594.83
September 4, 2026	Accounts Payable ACH	202600006		20260006	$ 2,467.22
				TOTAL GENERAL FUND:	$ 3,901,798.15
CAPITAL PROJECTS FUND:					
August 25, 2026	Accounts Payable	200720	to	200724	$ 225,114.11
August 12, 2026	Accounts Payable ACH	202500170	to	202500170	$ 4,609.06
August 25, 2026	Accounts Payable ACH	202500172	to	202500172	$ 330,660.69
September 3, 2026	Accounts Payable ACH	202600002	to	202600002	$ 3,148.17
				TOTAL CAPITAL PROJECTS FUND:	$ 563,532.03
ASSOCIATED STUDENT BODY FUND:					
August 25, 2026	Accounts Payable	405891	to	405892	$ 3,044.96
August 25, 2026	Accounts Payable	405893	to	405893	$ 13.25
September 4, 2026	Accounts Payable ACH		to		$ (14.00)
				TOTAL ASSOCIATED STUDENT BODY FUND:	$ 3,044.21
TRANSPORTATION VEHICLE FUND:					
				TOTAL TRANSPORTATION VEHICLE FUND:	

Board of Directors of Steilacoom Historical School District No. 1

_____ _____

_____ _____

_____

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

Kathi Weight, Secretary to the Board

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $598,982.72. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 137097 through 137112, totaling $598,982.72

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
137097	*DVM INSURANCE AGENCY - DBA NA	08/31/2026	20260831ADNWPI	Payroll accrual	0	273.79	273.79
137098	*EMPLOY SEC DEPTS - WA LTC	08/31/2026	20260831AD1WLTC	Payroll accrual	0	12,923.05	12,923.05
137099	*EMPLOYMENT SECURITY DEPARTMEN	08/31/2026	20260831AD1PFML	Payroll accrual	0	21,773.69	30,480.93
			20260831AF1PFML	Payroll accrual	0	8,707.24	
137100	*ESD UNEMPLOYMENT POOL	08/31/2026	20260831AF1UC	Payroll accrual	0	6,472.18	6,472.18
137101	*EXPERIAN	08/31/2026	20260831ADNWEXP	Payroll accrual	0	25.50	25.50
137102	*LEGAL ACCESS CONSULTING LLC -	08/31/2026	20260831ADNWLE	Payroll accrual	0	97.72	97.72
137103	*PUGET SOUND WORKERS COMP TRUS	08/31/2026	20260831AD1WC	Payroll accrual	0	2,608.28	14,114.19
			20260831AF1WC	Payroll accrual	0	11,505.91	
137104	*WEA PAYROLL DEDUCTIONS	08/31/2026	20260831ADC0UA	Payroll accrual	0	19,383.00	24,195.64
			20260831ADC0UB	Payroll accrual	0	101.99	
			20260831ADC1UB	Payroll accrual	0	1,271.36	
			20260831ADC1UC	Payroll accrual	0	742.50	
			20260831ADC1UD	Payroll accrual	0	1,026.97	
			20260831ADC1UE	Payroll accrual	0	1,263.24	
			20260831ADC1UG	Payroll accrual	0	16.58	
			20260831ADC3UB	Payroll accrual	0	48.00	
			20260831ADC4UC	Payroll accrual	0	342.00	
137105	ARIZONA DEPARTMENT OF ECONOMIC	08/31/2026	20260831ADCSAZ	Payroll accrual	0	447.20	447.20
137106	HCA-SEBB BENEFITS	08/31/2026	20260831AFSEBB	Payroll accrual	0	446,994.00	446,994.00
137107	HCA-SEBB BENEFITS	08/31/2026	20260831ADKP1CR	Payroll accrual	0	158.00	49,300.00
			20260831ADKP1ER	Payroll accrual	0	180.00	
			20260831ADKP2CR	Payroll accrual	0	235.00	
			20260831ADKP2ER	Payroll accrual	0	670.00	
			20260831ADKP2FR	Payroll accrual	0	804.00	
			20260831ADKP3ER	Payroll accrual	0	0.00	
			20260831ADKP3SR	Payroll accrual	0	1,148.00	
			20260831ADKW1ER	Payroll accrual	0	72.00	
			20260831ADKW1SR	Payroll accrual	0	98.00	
			20260831ADKW2CR	Payroll accrual	0	348.00	
			20260831ADKW2ER	Payroll accrual	0	528.00	
			20260831ADKW2FR	Payroll accrual	0	990.00	
			20260831ADKWSCR	Payroll accrual	0	1,824.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20260831ADKWSER	Payroll accrual	0	2,365.00	
			20260831ADKWSFR	Payroll accrual	0	3,220.00	
			20260831ADKWSSR	Payroll accrual	0	1,375.00	
			20260831ADPHCR	Payroll accrual	0	1,375.00	
			20260831ADPHER	Payroll accrual	0	1,306.00	
			20260831ADPHFR	Payroll accrual	0	2,876.00	
			20260831ADPHSR	Payroll accrual	0	1,934.00	
			20260831ADPMCR	Payroll accrual	0	148.00	
			20260831ADPMER	Payroll accrual	0	126.00	
			20260831ADPMFR	Payroll accrual	0	315.00	
			20260831ADPMSR	Payroll accrual	0	42.00	
			20260831ADPSCR	Payroll accrual	0	1,701.00	
			20260831ADPSER	Payroll accrual	0	2,052.00	
			20260831ADPSFR	Payroll accrual	0	3,265.00	
			20260831ADPSSR	Payroll accrual	0	1,512.00	
			20260831ADVACR	Payroll accrual	0	3,068.00	
			20260831ADVAER	Payroll accrual	0	2,295.00	
			20260831ADVAFR	Payroll accrual	0	6,100.00	
			20260831ADVASR	Payroll accrual	0	3,535.00	
			20260831ADVHSAC	Payroll accrual	0	61.00	
			20260831ADVHSAE	Payroll accrual	0	140.00	
			20260831ADVHSAF	Payroll accrual	0	315.00	
			20260831ADVHSAS	Payroll accrual	0	70.00	
			20260831ADVUCR	Payroll accrual	0	599.00	
			20260831ADVUER	Payroll accrual	0	921.00	
			20260831ADVUFR	Payroll accrual	0	1,153.00	
			20260831ADVUSR	Payroll accrual	0	376.00	
137108	HCA-SEBB FLEX SPEND	08/31/2026	20260831ADDCFSA	Payroll accrual	0	1,833.33	6,418.62
			20260831ADHCFSA	Payroll accrual	0	4,585.29	
137109	IDAHO CHILD SUPPORT RECEIPTING	08/31/2026	20260831ADCSIDS	Payroll accrual	0	295.00	295.00
137110	MICHAEL G MALAIER, TRUSTEE	08/31/2026	20260831ADZ1015	Payroll accrual	0	1,350.00	1,350.00
137111	The Standard Insurance Company	08/31/2026	20260831ADLTD50	Payroll accrual	0	1,090.07	5,093.90
			20260831ADLTD60	Payroll accrual	0	4,003.83	
137112	SUPPORT PAYMENT CLEARINGHOUSE	08/31/2026	20260831ADCSAZ1	Payroll accrual	0	501.00	501.00

16 Computer Check(s) For a Total of 598,982.72

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	16	Computer	Checks For a Total of	598,982.72
Total For	16	Manual, Wire Tran, ACH & Computer Checks		598,982.72
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	598,982.72

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

As of September 16, 2026, the board, by a _____ vote, approves payments, totaling $1,195,469.01. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202500173 through 202500177, totaling $1,195,469.01

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
202500173	KEYBANK NATIONAL ASSOCIATION	08/31/2026	20260831AD1FIC	Payroll accrual	0	158,504.69	646,206.02
			20260831AD1FIT	Payroll accrual	0	238,649.06	
			20260831AD1FIT+	Payroll accrual	0	15,908.83	
			20260831AD1Med	Payroll accrual	0	37,325.28	
			20260831AF1FIC	Payroll accrual	0	158,504.69	
			20260831AF1Med	Payroll accrual	0	37,313.47	
202500174	*KEYBANK NA - OMNI	08/31/2026	20260831ADA101	Payroll accrual	0	1,506.25	23,613.90
			20260831ADA104	Payroll accrual	0	5,843.75	
			20260831ADA104R	Payroll accrual	0	742.90	
			20260831ADA105	Payroll accrual	0	3,588.00	
			20260831ADA105R	Payroll accrual	0	4,100.00	
			20260831ADA106	Payroll accrual	0	200.00	
			20260831ADA107	Payroll accrual	0	500.00	
			20260831ADA108R	Payroll accrual	0	1,965.00	
			20260831ADA109	Payroll accrual	0	4,668.00	
			20260831ADA109R	Payroll accrual	0	500.00	
202500175	*KEYBANK NA - DSHS	08/31/2026	20260831ADCS%50	Payroll accrual	0	2,734.13	2,734.13
202500176	*KEYBANK NA - DRS	08/31/2026	20260831AD1ReE0	Payroll accrual	0	0.00	435,164.65
			20260831AD1ReE2	Payroll accrual	0	25,362.40	
			20260831AD1ReE3	Payroll accrual	0	19,089.37	
			20260831AD1ReT0	Payroll accrual	0	0.00	
			20260831AD1ReT2	Payroll accrual	0	50,227.95	
			20260831AD1ReT3	Payroll accrual	0	106,025.81	
			20260831ADA81%3	Payroll accrual	0	2,787.67	
			20260831ADA8103	Payroll accrual	0	21,445.00	
			20260831ADA8113	Payroll accrual	0	2,708.00	
			20260831ADDCP R	Payroll accrual	0	5,600.00	
			20260831ADDCP%R	Payroll accrual	0	314.89	
			20260831AF1ReE0	Payroll accrual	0	0.00	
			20260831AF1ReE2	Payroll accrual	0	26,100.63	
			20260831AF1ReE3	Payroll accrual	0	17,465.72	
			20260831AF1ReT0	Payroll accrual	0	0.00	
			20260831AF1ReT2	Payroll accrual	0	51,560.43	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			20260831AF1ReT3	Payroll accrual	0	106,476.78	
202500177	*KEYBANK NA - VEBA	08/31/2026	20260831ADV1119	Payroll accrual	0	3,000.00	87,750.31
			20260831ADV2119	Payroll accrual	0	6,000.00	
			20260831ADV3119	Payroll accrual	0	16,627.43	
			20260831ADV3ps	Payroll accrual	0	1,298.09	
			20260831ADV4119	Payroll accrual	0	1,500.00	
			20260831ADV4ps	Payroll accrual	0	300.00	
			20260831ADVC	Payroll accrual	0	29,987.77	
			20260831ADVC2	Payroll accrual	0	29,037.02	

5 Wire Transfer Check(s) For a Total of 1,195,469.01

	0	Manual	Checks For a Total of	0.00
	5	Wire Transfer	Checks For a Total of	1,195,469.01
	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		1,195,469.01
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,195,469.01

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $119,407.14. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 137113 through 137145, totaling $119,407.14

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
137113	AARDVARK BARK BLOWING &	08/25/2026	23380	SALTAR'S POINT ELEMENTARY: Playchips Blown-in @ Playgrounds	102526102	2,314.20	6,932.10
			23383	CHERRYDALE PRIMARY SCHOOL: Playchips Blown-in @ Playgrounds	102526102	2,314.20	
			23384	CHLOE CLARK ELEMENTARY: Playchips Blown-in @ Playgrounds	102526102	2,303.70	
137114	ADVANCED EQUIPMENT CORPORATION	08/25/2026	M13671-1	Operable wall repair @ SALTAR'S POINT ELEMENTARY	102526091	4,222.89	4,222.89
137115	AMAZON.COM SALES, INC	08/25/2026	13JD-V936-9W47	MAINT - OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526037	942.10	6,170.45
			1431-7DKR-FV7M	SP - PRINCIPAL'S SUPPLIES	0	38.25	
			149F-1HRDY-HYGK	FINANCE - OFFICE SUPPLIES	82526046	15.88	
			14HG-MMHG-9P4J	SHS - TEACHING SUPPLIES	0	363.54	
			14J3-L46Q-NGY7	CTE - INVENTORY BINS	0	271.24	
			14JF-YGWL-FY66	T&L - TECH SUPPLIES	0	44.03	
			17DK-NY6M-YJ9V	CD - Mystery	272526074	15.40	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Science Refill Kits			
			17M1-TFTH-36KG	SP - PRINCIPAL'S SUPPLIES	0	89.22	
			19WH-Y4LR-Y9WQ	T&L - TECH SUPPLIES	0	174.93	
			19WH-Y4LR-YWCF	T&L - TECH SUPPLIES	0	150.50	
			1FR3-TGJY-33K3	T&L - PUBLIC RELATIONS OFFICER SUPPLIES	0	118.83	
			1HFX-9TDH-NYNC	PIO MS - PRINCIPAL SUPPLIES 2025-26SY	2372526008	53.05	
			1HT9-WGM9-6XQL	T&L - TECH SUPPLIES	0	115.59	
			1K73-PTNK-4XQN	STUDENT SVCS - INSTRUCTION SUPPLIES	0	7.09	
			1LQD-GVWD-MNGJ	T&L - TECH SUPPLIES	0	391.65	
			1LVD-6CGG-CM7H	T&L - TECH SUPPLIES	0	70.28	
			1MYC-RQQF-RXT4	MAINT - OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526037	208.06	
			1Q3C-QQY7-FXJ7	CD - Mystery Science Refill Kits Cherrydale	272526074	499.17	
			1QGQ-9TJ4-6NLN	PIO MS - SCIENCE DEPT. SUPPLIES 2025-26SY	2372526015	80.26	
			1QTM-VLMG-QLM3	HR - OFFICE SUPPLIES	0	63.71	
			1R39-NQPG-VCCR	MAINT - OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526037	120.23	
			1R39-NQPG-VK3X	SHS - TEACHING SUPPLIES	0	745.46	
			1T4X-VFDR-9PVY	CD - DoDEA Grant: Amazon UFLI School Supplies	1462526038	1,106.54	
			1TH1-P9RX-3WXK	PIO MS - PRINCIPAL SUPPLIES 2025-26SY	2372526008	39.04	
			1TH1-P9RX-DRY3	CC - Open PO for	1622526006	272.94	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Teaching Supplies			
			1W4V-T4C7-1FYJ	STUDENT SVCS - INSTRUCTION SUPPLIES	0	11.40	
			1XCT-VLNW-FWDC	FINANCE - OFFICE SUPPLIES	82526047	45.08	
			1XJW-WLXT-9LRT	CC - Open PO for Teaching Supplies	1622526006	101.58	
			1YFG-C1MC-FK6N	T&L - TECH SUPPLIES	0	15.40	
137116	AMERGIS HEALTHCARE STAFFING SV	08/25/2026	E20227930294	Cheryl Hess, LPN 1:1 SP student, Contract 25-26 SY	92526022	124.00	124.00
137117	BATTERIES PLUS	08/25/2026	P93368760	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526038	24.25	591.17
			P93561349	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526038	566.92	
137118	CAPITAL BUSINESS MACHINES INC	08/25/2026	INV341930	DISTRICT ANNUAL COPIER USE FY 2025-26: ADMIN BLDG 511	82526009	364.67	441.58
			INV341931	DISTRICT ANNUAL COPIER USE FY 2025-26: CHERRYDALE PRIMARY SCHOOL	82526009	15.13	
			INV341932	DISTRICT ANNUAL COPIER USE FY 2025-26: PIONEER MIDDLE SCHOOL	82526009	0.24	
			INV341933	DISTRICT ANNUAL COPIER USE FY 2025-26: SALTAR'S POINT ELEMENTARY SCHOOL	82526009	1.23	
			INV341934	DISTRICT ANNUAL COPIER USE FY 2025-26: CHLOE CLARK ELEMENTARY SCHOOL	82526009	6.99	
			INV341935	DISTRICT ANNUAL COPIER USE FY 2025-26: ADMIN BLDG 510	82526009	4.22	
			INV341936	DISTRICT ANNUAL COPIER USE FY 2025-26: MAINTENANCE	82526009	24.75	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				CENTER MOD BLDG			
			INV341937	DISTRICT ANNUAL COPIER USE FY 2025-26: ANDERSON ISLAND ELEMENTARY	82526009	5.46	
			INV341939	DISTRICT ANNUAL COPIER USE FY 2025-26: STEILACOOM HIGH SCHOOL	82526009	18.89	
137119	CITY OF TACOMA - TACOMA PUBLIC	08/25/2026	100683154_8.14.26	UTILITIES OPEN PURCHASE ORDER 2025-2026 for Electric - STEILACOOM HIGH SCHOOL Reader Board	102526020	52.00	52.00
137120	CONSOLIDATED ELECTRICAL DISTRI	08/25/2026	8541-1102027	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526041	419.90	876.45
			8541-1102397	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526041	417.93	
			8541-1103939	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526041	38.62	
137121	DAIKIN APPLIED	08/25/2026	3616053	OPEN PURCHASE ORDER 2025-2026 for Service/Maintenance of Chiller @ SHS	102526076	1,504.24	1,504.24
137122	DEPT OF RETIREMENT SYSTEMS	08/25/2026	1735128	EMPLOYER PORTION OF MEMBER'S OPTION AL BILL	0	14,654.28	14,654.28
137123	FERGUSON ENTERPRISES, LLC	08/25/2026	4813027	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/Plumbing	102526042	924.94	456.53
			CM703147	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/Plumbing	102526042	-462.48	
			PYSC571951*8521	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/Plumbing	102526042	-5.93	
137124	FIELDTURF USA, INC.	08/25/2026	000744073	Annual Field Turf Maintenance & GMAX Testing @	102526097	5,168.38	5,168.38

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SHS			
137125	GRAINGER	08/25/2026	9027422329	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526034	187.89	341.66
			9027528877	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526034	153.77	
137126	HATHAWAY, HAYLEY	08/25/2026	Treim_8.17.26_$577.7	CTE WACTA CONFERENCE TRAVEL REIMBURSEMENT	0	577.74	577.74
137127	HORIZON DISTRIBUTORS INC	08/25/2026	3N206791	OPEN PURCHASE ORDER 2025-2026 for GROUNDS SUPPLIES	102526068	1,150.30	1,766.22
			3N206870	OPEN PURCHASE ORDER 2025-2026 for GROUNDS SUPPLIES	102526068	601.47	
			3N207722	OPEN PURCHASE ORDER 2025-2026 for GROUNDS SUPPLIES	102526068	14.45	
137128	IMAGINE LEARNING, LLC	08/25/2026	1157562	Edgenuity continuation of credit recover services	272526102	34,230.43	34,230.43
137129	INDUSTRIAL COMMUNICATIONS LLC	08/25/2026	189089	Radio Purchase and Radio Buyback	272526069	4,669.97	4,669.97
137130	J&I POWER EQUIPMENT INC	08/25/2026	873431	OPEN PURCHASE ORDER 2025-2026 for GROUNDS SUPPLIES/REPAIRS	102526067	204.56	204.56
137131	KCDA	08/25/2026	300915213	CHLOE CLARK ELEMENTARY SCHOOL: Student Desks	1622526008	3,659.59	3,659.59
137132	LAKEWOOD HARDWARE & PAINT	08/25/2026	812009	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526035	59.52	59.52
137133	LANGUAGE LINK	08/25/2026	339661	Language Link Interpretation Service Fees	272526017	2.99	2.99
137134	MCGRAW HILL LLC	08/25/2026	140822361001	CHLOE CLARK ELEMENTARY: Wonders, Your Turn Practice Book, Grade 2	1622526007	2,119.29	2,119.29
137135	NOR-PAC SEATING CO INC	08/25/2026	9702	Bleacher Inspections @ SHS and PIO	102526103	3,847.08	3,847.08

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
137136	O'REILLY AUTO PARTS	08/25/2026	3626-179311	OPEN PURCHASE ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES	102526079	185.37	255.45
			3626-179316	OPEN PURCHASE ORDER 2025-2026 for MOTORPOOL/MAINTENANCE SUPPLIES	102526095	88.23	
			3626-179321	OPEN PURCHASE ORDER 2025-2026 for MOTORPOOL/Vehicle PARTS/SUPPLIES	102526079	-24.27	
			3626-180560	OPEN PURCHASE ORDER 2025-2026 for MOTORPOOL/MAINTENANCE SUPPLIES	102526095	6.12	
137137	ODP BUSINESS SOLUTIONS, LLC	08/25/2026	475958191001	WORKROOM SUPPLIES: MONTHLY TABS, DISINFECTING WIPES, ENVELOPE CLASP 10X13	82526045	91.04	107.23
			475958195001	WORKROOM SUPPLIES: STAPLE HD 1/4	82526045	16.19	
137138	OLYMPIA SCHOOL DISTRICT NO.111	08/25/2026	2026-238	McKinney-Vento/Foster Shared Transportation ($2000/mo): JAN/FEB/MAR/APR/MAY2026	92526025	8,425.39	8,858.94
			2026-243	McKinney-Vento/Foster Shared Transportation ($2000/mo): JUNE 2026	92526025	433.55	
137139	REFRIGERATION SUPPLIES DISTRIB	08/25/2026	26389603-00	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES	102526044	116.99	116.99
137140	RODDA PAINT COMPANY	08/25/2026	27213373	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/PAINT	102526046	486.10	1,484.02
			27213441	OPEN PURCHASE ORDER 2025-2026 for	102526046	-125.14	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES/PAINT			
			27213497	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/PAINT	102526046	598.29	
			27213769	OPEN PURCHASE ORDER 2025-2026 for SUPPLIES/PAINT	102526046	524.77	
137141	SARCO SUPPLY	08/25/2026	1169581	SHS OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526001	84.30	5,837.85
			1169666	PIO OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526057	229.31	
			1169721	SHS OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526001	1,308.91	
			1169747	PIO OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526057	98.48	
			1169748	PIO OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526057	127.48	
			1169749	SHS OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526001	161.02	
			1169777	CD OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526055	5.92	
			1169829	SHS OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526001	720.28	
			1169830	CD OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526055	353.86	
			1169911	PIO OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526057	19.48	
			1170049	SHS OPEN PURCHASE	102526001	1,280.87	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER 2025-2026 for CUSTODIAL SUPPLIES			
			1170050	AI OPEN PURCHASE ORDER 2025-2026 for CUSTODIAL SUPPLIES	102526052	1,447.94	
137142	TACOMA SCHOOL DISTRICT NO.10	08/25/2026	18227	McKinney-Vento shared transportation costs 25-26 SY	92526013	1,584.57	1,584.57
137143	WILLSCOT	08/25/2026	8072025	Interior dividing wall materials for Operations bldg. - Admin Office	102526104	4,430.14	4,430.14
137144	WSIPC	08/25/2026	1002502398	New Student Online Enrollment	182526006	308.83	308.83
137145	WSRA, INC.	08/25/2026	1870	WSRA Open PO for Evaluation Services for DoDEA 2022 for School Year 25-26	272526024	3,750.00	3,750.00

33 Computer Check(s) For a Total of 119,407.14

	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
	33	Computer	Checks For a Total of	119,407.14
Total For	33	Manual, Wire Tran, ACH & Computer Checks		119,407.14
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	119,407.14

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $69,933.40. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 137146 through 137151, totaling $69,933.40

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
137146	CURRICULUM ASSOCIATES LLC	08/25/2026	90974822	Curriculum Associates i-Ready Reading Annual Digital Licenses 26-27 Grades K-5	272627012	32,477.12	32,477.12
137147	DILIGENT CORPORATION	08/25/2026	INV528099	Diligent Community Essentials Platform and Policy Publisher	282627003	6,303.44	6,303.44
137148	INTEGRATED REGISTER SYSTEMS IN	08/25/2026	382166	ANNUAL CREDIT CARD TRANSACTION BILLING FY 2026-27	82627001	5,993.94	5,993.94
137149	MOLLY T. PUGH	08/25/2026	03	Molly Pugh PD for 26-27 School Year	272627013	3,500.00	3,500.00
137150	PORTER FOSTER RORICK	08/25/2026	124608	Porter Foster Rorick Semi-Annual Retainer FY 2026-27	282627001	16,500.00	16,500.00
137151	SCHOOL DATA SOLUTIONS LLC	08/25/2026	14233	School Data Solutions Annual Renewal for Pro Dev Platform: FY 2026-27	272627014	5,158.90	5,158.90

6 Computer Check(s) For a Total of 69,933.40

	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
	6	Computer	Checks For a Total of	69,933.40
Total For	6	Manual, Wire Tran, ACH & Computer Checks		69,933.40
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	69,933.40

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $2,523.72. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 137152 through 137152, totaling $2,523.72

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
137152	TOWN OF STEILACOOM	08/27/2026	1197_7.21.2026	WEST PIERCE FIRE SERVICES APPORTIONMENT PAYMENT FOR JULY2026	0	2,523.72	2,523.72

1 Computer Check(s) For a Total of 2,523.72

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	2,523.72
Total For	1	Manual, Wire Tran, ACH & Computer Checks		2,523.72
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,523.72

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

As of September 16, 2026, the board, by a _____ vote, approves payments, totaling $13.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 137153 through 137153, totaling $13.25

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
137153	BREMER, ERYN	08/31/2026	RF_8.12.26	STEILACOOM HIGH SCHOOL: FOOD SERVICE BALANCE REFUND	0	13.25	13.25

1 Computer Check(s) For a Total of 13.25

	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	13.25
Total For	1	Manual, Wire Tran, ACH & Computer Checks		13.25
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13.25

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $9,506.42. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202500168 through 202500168, totaling $9,506.42 6-F

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
202500168	DURHAM SCHOOL SERVICES, LP	08/05/2026	00008818	STUDENT TRANSPORTATION FY 2025-26: JULY 2026	82526011	9,506.42	9,506.42
				1 Wire Transfer Check(s) For a Total of			9,506.42

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	9,506.42
	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		9,506.42
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,506.42

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

As of September 16, 2026, the board, by a _____ vote, approves payments, totaling $39,309.10. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202500169 through 202500169, totaling $39,309.10 ✓

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
202500169	**BMO FINANCIAL GROUP**	**08/16/2026**		**CREDIT CARD PAYMENT CHECK**			**39,309.10**
	B&H PHOTO - VIDEO		GFC260700017	Credit Card Payment AP Invoice.	272526097	1,771.45	
	BACKBLAZE, INC.		GFC260700014	Credit Card Payment AP Invoice.	272526034	56.00	
	BMO FINANCIAL GROUP		GFC260700000	Credit Card Payment AP Invoice.	0	42.95	
	BMO FINANCIAL GROUP		GFC260700001	Credit Card Payment AP Invoice.	0	8,071.27	
	CENTURYLINK-PORTAL		GFC260700009	Credit Card Payment AP Invoice.	272526047	1,138.26	
	CLOVER PARK SCHOOL DISTRICT		GFC260700018	Credit Card Payment AP Invoice.	0	9,150.09	
	EQUIPMENT EXPERTS INC		GFC260700002	Credit Card Payment AP Invoice.	102526105	5,494.23	
	EVERWAY, LLC		GFC260700005	Credit Card Payment AP Invoice.	0	260.04	
	MOMENTUM TELECOM, INC		GFC260700010	Credit Card Payment AP Invoice.	272526048	797.47	
	MONOPRICE, INC.		GFC260700011	Credit Card Payment AP Invoice.	0	957.69	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	PIERCE COUNTY FERRY		GFC260700003	Credit Card Payment AP Invoice.	102526002	142.80	
	PIERCE COUNTY FERRY		GFC260700004	Credit Card Payment AP Invoice.	102526002	42.00	
	PROSOUNDGEAR.COM		GFC260700008	Credit Card Payment AP Invoice.	272526099	5,020.45	
	SCHOLASTIC TESTING SERVICE		GFC260700012	Credit Card Payment AP Invoice.	0	153.00	
	SWANK MOVIE LICENSING, USA		GFC260700015	Credit Card Payment AP Invoice.	272627004	2,913.00	
	VERIZON WIRELESS		GFC260700013	Credit Card Payment AP Invoice.	272526049	191.60	
	WASBO		GFC260700007	Credit Card Payment AP Invoice.	0	250.00	
	WAYFAIR		GFC260700006	Credit Card Payment AP Invoice.	2372526022	2,170.07	
	WENGER CORPORATION		GFC260700016	Credit Card Payment AP Invoice.	0	686.73	
			1	Wire Transfer Check(s) For a Total of			39,309.10

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	39,309.10
	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		39,309.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	39,309.10

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 September 16, 9026, the board, by a _____ vote, approves payments, totaling $25,312.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS: GF
Wire Transfer Payments 202500178 through 202500179, totaling $25,312.47

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
202500178	WEX BANK	08/24/2026	114496056	MOTOR VEHICLE FLEET FUEL SUPPLY FY 2025-26: JULY-AUG2026	82526025	1,749.19	1,749.19
202500179	SODEXO INC & AFFILIATES	08/24/2026	1003207125	FOOD SERVICE MANAGEMENT FY 2025-26: JULY 2026	82526020	23,563.28	23,563.28
				2 Wire Transfer Check(s) For a Total of			25,312.47

	0	Manual	Checks For a Total of	0.00
	2	Wire Transfer	Checks For a Total of	25,312.47
	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		25,312.47
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25,312.47

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $2,305.88. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS: General Fund
Wire Transfer Payments 202600001 through 202600004, totaling $2,305.88

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
202600001	DEPT OF REVENUE (WA STATE)	09/02/2026	CTAX11	20260902AAA	Comp Tax owed for Cash Account 11 through 08/31/2026	0	2,087.49	2,087.49
202600004	DEPT OF REVENUE (WA STATE)	09/02/2026	CTAXCTW	20260902AAA	Comp Tax owed for Cash Account CTW through 08/31/2026	0	218.39	218.39
				2	Wire Transfer Check(s) For a Total of			2,305.88

	0	Manual	Checks For a Total of	0.00
	2	Wire Transfer	Checks For a Total of	2,305.88
	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		2,305.88
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,305.88

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $40,594.83. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202600005 through 202600005, totaling $40,594.83

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
202600005	**BMO FINANCIAL GROUP**	**09/16/2026**		**CREDIT CARD PAYMENT CHECK**			**40,594.83**
	AGPARTS WORLDWIDE, INC.		GFC260800005	Credit Card Payment AP Invoice.	0	198.99	
	AMAZON.COM SALES, INC		GFC260800012	Credit Card Payment AP Invoice.	0	363.66	
	BACKBLAZE, INC.		GFC260800009	Credit Card Payment AP Invoice.	272526034	56.87	
	BMO FINANCIAL GROUP		GFC260800001	Credit Card Payment AP Invoice.	0	12,939.46	
	BMO FINANCIAL GROUP		GFC260800002	Credit Card Payment AP Invoice.	0	511.23	
	CDW-G		GFC260800008	Credit Card Payment AP Invoice.	0	1,793.97	
	CENTURYLINK-PORTAL		GFC260800006	Credit Card Payment AP Invoice.	272526047	1,353.10	
	CENTURYLINK-PORTAL		GFC260800014	Credit Card Payment AP Invoice.	272526047	268.04	
	COMCAST		GFC260800011	Credit Card Payment AP Invoice.	272526046	8,562.50	
	HAROLD LEMAY ENTERPRISES		GFC260800020	Credit Card Payment AP Invoice.	102526023	161.62	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	HAROLD LEMAY ENTERPRISES		GFC260800021	Credit Card Payment AP Invoice.	102526016	47.48	
	HAROLD LEMAY ENTERPRISES		GFC260800022	Credit Card Payment AP Invoice.	102526018	1,265.23	
	HAROLD LEMAY ENTERPRISES		GFC260800023	Credit Card Payment AP Invoice.	102526023	161.62	
	HAROLD LEMAY ENTERPRISES		GFC260800025	Credit Card Payment AP Invoice.	102526023	255.86	
	HAROLD LEMAY ENTERPRISES		GFC260800026	Credit Card Payment AP Invoice.	102526023	255.86	
	HAROLD LEMAY ENTERPRISES		GFC260800027	Credit Card Payment AP Invoice.	102526014	2,352.60	
	HAROLD LEMAY ENTERPRISES		GFC260800028	Credit Card Payment AP Invoice.	102526014	749.67	
	HAROLD LEMAY ENTERPRISES		GFC260800030	Credit Card Payment AP Invoice.	102526015	1,025.08	
	HAROLD LEMAY ENTERPRISES		GFC260800031	Credit Card Payment AP Invoice.	102526017	290.94	
	HAROLD LEMAY ENTERPRISES		GFC260800032	Credit Card Payment AP Invoice.	102526016	1,029.26	
	HAROLD LEMAY ENTERPRISES		GFC260800033	Credit Card Payment AP Invoice.	102526017	641.59	
	HAROLD LEMAY ENTERPRISES		GFC260800034	Credit Card Payment AP Invoice.	102526018	290.56	
	HD SUPPLY, INC.		GFC260800000	Credit Card Payment AP Invoice.	0	104.93	
	LEMAY MOBILE SHREDDING		GFC260800029	Credit Card Payment AP Invoice.	102526024	224.31	
	LEMAY MOBILE SHREDDING		GFC260800037	Credit Card Payment AP Invoice.	102526024	255.86	
	MOMENTUM TELECOM, INC		GFC260800007	Credit Card Payment AP Invoice.	272526048	797.47	
	MURREYS DISPOSAL CO., INC.		GFC260800035	Credit Card	92526007	76.51	

Check Nbr	Vendor Name / Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Payment AP Invoice.			
	PIERCE COUNTY REFUSE		GFC260800019	Credit Card Payment AP Invoice.	102526019	200.30	
	PIERCE COUNTY REFUSE		GFC260800024	Credit Card Payment AP Invoice.	102526019	57.52	
	PIERCE COUNTY FERRY		GFC260800003	Credit Card Payment AP Invoice.	102526002	33.86	
	THE DAVENPORT GRAND HOTEL		GFC260800004	Credit Card Payment AP Invoice.	142526017	628.64	
	THE DAVENPORT GRAND HOTEL		GFC260800015	Credit Card Payment AP Invoice.	142526017	628.64	
	THE DAVENPORT GRAND HOTEL		GFC260800016	Credit Card Payment AP Invoice.	142526017	628.64	
	THE DAVENPORT GRAND HOTEL		GFC260800017	Credit Card Payment AP Invoice.	142526017	628.64	
	THE DAVENPORT GRAND HOTEL		GFC260800018	Credit Card Payment AP Invoice.	142526017	471.48	
	ULINE		GFC260800013	Credit Card Payment AP Invoice.	0	541.19	
	VERIZON WIRELESS		GFC260800010	Credit Card Payment AP Invoice.	272526049	191.65	
	WASBO		GFC260800036	Credit Card Payment AP Invoice.	0	550.00	
			1	Wire Transfer Check(s) For a Total of			40,594.83

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	40,594.83
	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		40,594.83
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	40,594.83

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $2,467.22. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202600006 through 202600006, totaling $2,467.22

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
202600006	**BMO FINANCIAL GROUP**	**09/16/2026**		**CREDIT CARD PAYMENT CHECK**			**2,467.22**
	BMO FINANCIAL GROUP		GFC260800000	Credit Card Payment AP Invoice.	0	130.00	
	EG_TECHNOLOGIES LLC		GFC260800001	Credit Card Payment AP Invoice.	0	2,337.22	

1 Wire Transfer Check(s) For a Total of 2,467.22

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	2,467.22
	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		2,467.22
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,467.22

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $225,114.11. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200720 through 200724, totaling $225,114.11

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
200720	CERTAPRO PAINTERS OF TACOMA	08/25/2026	DAD8832923	SHS Building Envelope Capital Projects	2002526040	179,060.45	179,060.45
200721	PACIFICA LAW GROUP, LLP	08/25/2026	110013	PROFESSIONAL SERVICES FY 2025-26: CAPITAL FACILITES PLAN AND SCHOOL IMPACT FEES	2002526009	1,400.00	3,640.00
			110014	PROFESSIONAL SERVICES FY 2025-26: 4008.15 OLD FORT MASTER PLAN	2002526009	2,240.00	
200722	SONITROL PACIFIC	08/25/2026	8877313	OPEN PURCHASE ORDER 2025-2026 for BURGLARY, FIRE & ELEVATOR MONITORING District Wide	2002526013	178.67	3,946.21
			8877426	Fire Cellular Upgrade - New for SHS	2002526028	114.61	
			8877712	Fire Cellular Upgrade - New for PIO	2002526048	98.73	
			8883969	Fire Cellular Upgrade - New for CHLOE CLARK ELEMENTARY	2002526047	3,554.20	
200723	SUMMIT FIRE & SECURITY LLC	08/25/2026	4282200	OPEN PURCHASE ORDER for 2025-2026 for	2002526029	22,526.36	31,170.01

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Annual Fire Alarm, Sprinkler and Extinguisher Inspections and Service.			
			4282240	OPEN PURCHASE ORDER for 2025-2026 for Annual Fire Alarm, Sprinkler and Extinguisher Inspections and Service.	2002526029	8,643.65	
200724	TRAFERA, LLC	08/25/2026	I001653595	Trafera Chromebook Protective Cases Pioneer Capital Projects	2002526051	7,297.44	7,297.44
				5 Computer Check(s) For a Total of			225,114.11

	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	225,114.11
Total For	5	Manual, Wire Tran, ACH & Computer Checks		225,114.11
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	225,114.11

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $4,609.06. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS:
Wire Transfer Payments 202500170 through 202500170, totaling $4,609.06

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
202500170	**BMO FINANCIAL GROUP**	**08/16/2026**		**CREDIT CARD PAYMENT CHECK**			**4,609.06**
	BMO FINANCIAL GROUP		CPFC260700000	Credit Card Payment AP Invoice.	0	130.00	
	EG_TECHNOLOGIES LLC		CPFC260700001	Credit Card Payment AP Invoice.	2002526022	4,479.06	
				1 Wire Transfer Check(s) For a Total of			4,609.06

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	4,609.06
	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		4,609.06
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,609.06

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $330,660.69. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS: CP
Wire Transfer Payments 202500172 through 202500172, totaling $330,660.69

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
202500172	GARLAND/DBS, INC.	08/24/2026	427852420252	Garland/DBS Inc (OMNIA) Steilacoom High School Roof	2002526033	330,660.69	330,660.69
				1 Wire Transfer Check(s) For a Total of			330,660.69

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	330,660.69
	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		330,660.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	330,660.69

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $3,148.17. The payments are further identified in this document.

Total by Payment Type for Cash Account, CT WIRE TRANSFERS: Capital Projects
Wire Transfer Payments 202600002 through 202600002, totaling $3,148.17

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
202600002	DEPT OF REVENUE (WA STATE)	09/02/2026	CTAX21 20260902AAA	Comp Tax owed for Cash Account 21 through 08/31/2026	0	3,148.17	3,148.17
				1 Wire Transfer Check(s) For a Total of			3,148.17

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	3,148.17
	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		3,148.17
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,148.17

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $3,044.96. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405891 through 405892, totaling $3,044.96

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
405891	AMAZON.COM SALES, INC	08/25/2026	16YN-P61V-7G37	SHS - CLASS OF 2026 GIFTS	0	743.08	1,119.96
			1HFX-4M9C-QTM6	SHS - GEN ASB SUPPLIES	0	222.92	
			1K13-CYYN-QJRY	SHS - KEY CLUB SUPPLIES	0	153.96	
405892	MEGAN LYNN PHOTOGRAPHY	08/25/2026	Class2027	STEILACOOM HIGH SCHOOL: 3027 Class of 2027 prom photography	4062526033	1,925.00	1,925.00

2 Computer Check(s) For a Total of 3,044.96

	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	3,044.96
Total For	2	Manual, Wire Tran, ACH & Computer Checks		3,044.96
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,044.96

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling $13.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 405893 through 405893, totaling $13.25

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
405893	BREMER, ERYN	08/25/2026	Reim_8.12.26	STEILACOOM HIGH SCHOOL: REFUND	0	13.25	13.25

1 Computer Check(s) For a Total of 13.25

	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	13.25
Total For	1	Manual, Wire Tran, ACH & Computer Checks		13.25
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13.25

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 September 16, 2026, the board, by a _____ vote, approves payments, totaling ??????????????. The payments are further identified in this document.

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

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
202600007	**BMO FINANCIAL GROUP**	**09/16/2026**		**CREDIT CARD PAYMENT CHECK**			**-14.00**
	UNIVERSAL CHEERLEADERS ASSN		ASBC260800000	Credit Card Payment AP Invoice.	0	-14.00	

1 Wire Transfer Check(s) For a Total of -14.00

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	-14.00
	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		-14.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	-14.00

STEILACOOM HISTORICAL SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
Wednesday, August 19, 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: Cody Balogh

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: Patrick Lewis; seconded by: Cody Balogh

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

2. PRESENTATIONS

2.1 Introduction of New SHSD Staff

Susanne Beauchaine, Executive Director of Human Resources, introduced the district's administrative team. Chloe Clark Principal Loretta Duncan, Saltar's Point Principal Alex Clauson, Pioneer Middle School Principal JoAnne Fernandes, Steilacoom High School Principal Hayley Hathaway, and Director Kari Terjeson introduced new staff members for their respective schools and district office.

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

Tasha Lee, SHSD parent, shared her desire for her child's previous 1:1 para to continue to be assigned to her child.

4. REPORTS

4.1 Budget Status Report

July and Updated June Budget Status Reports

Sarah Jahn, CFO, shared the budget status report for all funds as of the end of July 2026, along with charts and data showing monthly enrollment, general fund balance, and general fund cash balance. Ms. Jahn also shared an updated budget status report for June 2026 as the county reports were not available in time for the July board meeting.

No questions from directors.

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 July and August 2026 Accounts Payable and July 2026 Payroll

July and August 2026 Accounts Payable and July 2026 Payroll

5.2 Approval of July 15 2026 Regular Board Meeting Minutes

July 15 2026 Regular Board Meeting Minutes

5.3 Approval of Personnel Reports

Admin Personnel Report 8.19.26

Certificated Personnel Report 8.19.26

Classified Personnel Report 8.19.26

Co-Curricular Personnel Report 8.19.26

5.4 Approval of Kiwanis Donation

Kiwanis Donation

5.5 Vote to Approve Consent Agenda

Motion to approve the Consent Agenda

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

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

6. OLD BUSINESS

6.1 Adoption of 2026-27 Board Governance Goal

2026-27 Board Governance Goal

Dr. Weight shared that annually, the board conducts a self-assessment to evaluate its own performance in terms of generally accepted principles of successful board operations and the Washington School Board Standards. Based on the results of that assessment, Standard 5 was chosen as the area of board governance focus for the 2026-27 school year: Engage local community and represent the values and expectations they hold for their schools.

Motion to approve the 2026-27 Board Governance Goal

Moved by: Cody Balogh; seconded by: Loujanna Rohrer

The motion to approve the 2026-27 Board Governance Goal passed 4/0.

7. NEW BUSINESS

7.1 Approval of Resolution 952-08-19-26 National Suicide Prevention Awareness Month

Resolution 952-08-19-26 National Suicide Prevention Awareness Month

Ms. Beauchaine shared Resolution 952-08-19-26 National Suicide Prevention Awareness Month, recognizing that, together with our local community stakeholders, parents, students, teachers, and staff we can raise awareness, decrease stigma, build resiliency, and find hope.

Director Balogh asked about the district's plans for September. Ms. Beauchaine shared that our counseling teams support our school community and share community resources.

Motion to approve Resolution 952-08-19-26 National Suicide Prevention Awareness Month

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Resolution 952-08-19-26 National Suicide Awareness Month passed 4/0.

7.2 Approval of Resolution 953-08-19-26 Progressive Design-Build Award

Resolution 953-08-19-26 Progressive Design-Build Award Contract

Shae Emery, Director of Operations, shared information and updates on the District's procurement process per RCW 39.10.330 (Design-Build Contract Award Process) for the district's gymnasiums expansion project. The first phase of the PDB Agreement will be the Validation Phase. It is recommended that the board

adopt a resolution approving the selection of FORMA | BCRA as the most qualified Design Builder, and authorizing District Administration to enter into formal contract negotiations for the Validation Phase. Once contract terms have been agreed upon, District Administration will bring the finalized contract to the Board for review, approval and authorization of execution.

Mr. Emery introduced Phil Iverson with Consertus, who has provided the district guidance along this process.

Director Rohrer asked for further clarification. Mr. Iverson discussed staff involvement and further explained the progressive design-build process.

Director Balogh asked about project completion and the impact on students. Mr. Emery explained they will avoid occupied sites when possible, with a Steilacoom High School Spring-Summer 2027 project having a projected completion by fall 2027. The Saltar's Point project is tentatively scheduled to begin the following year.

Motion to approve Resolution 953-08-19-26 Progressive Design-Build Award

Moved by: Patrick Lewis; seconded by: Cody Balogh

The motion to approve Resolution 953-08-19-26 Progressive Design-Build Award passed 4/0.

7.3 Draft SHSD Capital Facilities Plan 2027-2032

Draft Capital Facilities Plan

Draft Capital Facilities Plan Presentation

Mr. Emery shared the district's draft Capital Facilities Plan for 2027-2032.

Directors asked questions about the potential impacts of additional housing developments in Steilacoom and DuPont, as well as the possibility of an additional school location in DuPont. Mr. Emery shared those developments and their related impacts are still several years out, and the district will plan accordingly as more definite information and timelines are received.

7.4 First Reading of Policy 1320 Suspension of a Policy

Policy 1320 Suspension of a Policy

Dr. Weight shared WSSDA has revised Policy 1320 to distinguish between suspending and retiring policies. Specifically, suspending is a temporary action, whereas retiring is permanent. Making this distinction clear improves the transparency of a school board's actions and aligns with the requirements of the Open Public Meetings Act.

Motion to approve Policy 1320 Suspension of a Policy

Moved by: Cody Balogh; seconded by: Patrick Lewis

The motion to approve Policy 1320 Suspension of a Policy passed 4/0.

7.5 First Reading of Policy 1321 Retirement of a Policy

Policy 1321 Retirement of a Policy

Dr. Weight shared WSSDA has created a new policy and procedure to help Boards distinguish between suspending and retiring a policy. This new policy and procedure establish the process by which the Board may retire policies that are no longer necessary, required by law, or have been superseded.

Motion to approve Policy 1321 Retirement of a Policy

Moved by: Cody Balogh; seconded by: Patrick Lewis

The motion to approve Policy 1321 Retirement of a Policy passed 4/0.

7.6 First Reading of Policy 1732 Board Member Insurance

Policy 1732 Board Member Insurance

Dr. Weight shared WSSDA has made small revisions to this policy to better align with best practice recommendations and RCW 28A.400.360.

Motion to approve Policy 1732 Board Member Insurance

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Policy 1732 Board Member Insurance passed 4/0.

7.7 First Reading of Policy 4020 Confidential Communications (Retired)

Policy 4020 Confidential Communications

Dr. Weight shared WSSDA has retired Policy 4020 Confidential Communications. The model policy's wording is unclear and open to misinterpretation and the topics covered are addressed in other existing model policy and procedure, including Policy 5253, Policy 3421, and Policy 3231.

Motion to retire Policy 4020 Confidential Communications

Moved by: Cody Balogh; seconded by: Loujanna Rohrer

The motion to retire Policy 4020 Confidential Communications passed 4/0.

7.8 First Reading of Policy 4110 Citizen Advisory Committees and Task Forces

Policy 4110 Citizen Advisory Committees and Task Forces

Dr. Weight shared WSSDA has revised Policy 4110 to clarify the process for establishing citizen advisory committees and explicitly make such advisory committee or task force meetings subject to the Open Public Meetings Act. Boards may establish citizen advisory committees to provide advice and recommendations to help school boards meet statutory responsibilities.

Director Rohrer suggested the district offer Open Public Meetings Act training to any committee or task force members.

Motion to approve Policy 4110 Citizen Advisory Committees and Task Forces

Moved by: Loujanna Rohrer; seconded by: Cody Balogh

The motion to approve Policy 4110 Citizen Advisory Committees and Task Forces passed 4/0.

7.9 First Reading of Policy 2022 Electronic Resources and Internet Safety

Policy 2022 Electronic Resources and Internet Safety

Laurie Vallieres, Executive Director of Teaching & Learning, shared this revision to Policy 2022, Electronic Resources and Internet Safety, which updates the policy to include references to artificial intelligence and incorporates routine updates to legal and cross references. No substantive changes to district practice are proposed.

Motion to approve Policy 2022 Electronic Resources and Internet Safety

Moved by: Cody Balogh; seconded by: Loujanna Rohrer

The motion to approve Policy 2022 Electronic Resources and Internet Safety passed 4/0.

7.10 First Reading of Policy 2230 Transition to Kindergarten

Policy 2230 Transition to Kindergarten

Dr. Vallieres shared WSSDA has updated Policy 2230 to align with recent legislative changes related to Transition to Kindergarten (TK) programs. The primary revision authorizes school districts to establish a sliding-scale tuition model for certain students enrolled in Transition to Kindergarten programs who are not otherwise exempt under state law. The policy continues to ensure that students eligible for Early Childhood Education and Assistance Program (ECEAP), Head Start, and students with disabilities entitled to a Free Appropriate Public Education (FAPE) may not be charged tuition. This revision provides local flexibility but does not require districts to charge tuition. For the 2026–27 school year, the Steilacoom Historical School District does not intend to implement a tuition or sliding-scale fee structure for its Transition to Kindergarten program.

Director Scott asked for clarification that the district is currently only funded by the state for 22 students in the Transition to Kindergarten program. Dr. Vallieres confirmed that to be the case.

Motion to approve Policy 2230 Transition to Kindergarten

Moved by: Loujanna Rohrer; seconded by: Patrick Lewis

The motion to approve Policy 2230 Transition to Kindergarten passed 4/0.

7.11 First Reading of Policy 3535 Financial Aid Advising Day

Policy 3535 Financial Aid Advising Day

Laurie Vallieres shared this revision to Policy 3535, Financial Aid Advising Day, which aligns district policy with recent legislative updates to Financial Aid Advising Day and High School and Beyond Plan requirements. Steilacoom Historical School District is well positioned to implement these requirements through its ongoing High School and Beyond Plan work. Much of this implementation will be supported through OSPI's statewide SchooLinks platform, which provides tools for

documenting High School and Beyond Plan activities, tracking financial aid milestones, and connecting students with postsecondary planning resources.

Motion to approve Policy 3535 Financial Aid Advising Day

Moved by: Patrick Lewis; seconded by: Loujanna Rohrer

The motion to approve Policy 3535 Financial Aid Advising Day passed 4/0.

8. CLOSING ITEMS

8.1 Board Communication

Chair Scott shared all board members received an email from DuPont Councilmember Jugal Thakor.

Director Balogh recognized Coach Hayes for his many years of service to the district.

8.2 Announcements

No announcements.

8.3 Adjourn Meeting

Motion to adjourn the meeting at 7:25 p.m.

Moved by: Cody Balogh; seconded by: Loujanna Rohrer

The motion to adjourn the meeting at 7:25 p.m. passed 4/0.

_____
(Chair)

_____

_____

_____ _____
(Secretary/Superintendent)

_____

STEILACOOM HISTORICAL SCHOOL DISTRICT
SPECIAL BOARD MEETING MINUTES
Thursday, September 10, 2026
Zoom

1. OPENING ITEMS

1.1 Call the Meeting to Order

Chair Scott called the meeting to order at 12:00 p.m.

1.2 Pledge of Allegiance

Chair Scott led the Pledge of Allegiance.

1.3 Roll Call

Directors Lewis, Rohrer, Scott, and Tinsley present.

Motion to excuse Director Balogh

Moved by: Loujanna Rohrer; seconded by: Melanie Tinsley

The motion to excuse Director Balogh passed 4/0.

1.4 Approval of Agenda

Motion to approve the agenda as published

Moved by: Patrick Lewis; seconded by: Melanie Tinsley

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

2. 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.

2.1 Comments from the Audience

No comments.

3. OLD BUSINESS

3.1 Approval of Resolution 954-09-10-26 Progressive Design-Build Contract with FORMA Construction: SHSD Gymnasium Expansions Project – Phase 1 Validation

Resolution 954-09-10-26 Progressive Design-Build Contract

Shae Emery, Director of Operations, shared Resolution 954-09-10-26. This action authorizes the District to execute the core Progressive Design-Build Agreement with FORMA Construction (partnered with BCRA) and proceed with Phase 1 (Validation). He shared executing this base contract secures the overall legal framework and authorizes Phase 1 pre-construction services, including site studies, preliminary design, and cost modeling. Staff will return to the Board for approval of future addendums -specifically the Phase 2 Guaranteed Maximum Price (GMP) for construction - before major construction begins. The contract secures key risk protections, including strict student safety screening (RCW 28A.400.330) and a Title 51 liability waiver holding FORMA accountable for job-site safety. This authorization commits $328,556.00 for the Phase 1 Validation Phase Price cap.

No questions from directors.

Motion to approve Resolution 954-09-10-26 Progressive Design-Build Agreement with FORMA Construction

Moved by: Loujanna Rohrer; seconded by: Melanie Tinsley

The motion to approve Resolution 954-09-10-26 passed 4/0.

4. ADJOURNMENT

Motion to adjourn the meeting at 12:06 p.m.

Moved by: Melanie Tinsley; seconded by: Loujanna Rohrer

The motion to adjourn the meeting at 12:06 p.m. passed 4/0.

_____
(Chair)

_____

_____

_____

_____
(Secretary/Superintendent)

_____

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CLASSIFIED PERSONNEL REPORT - SEPTEMBER 16, 2026

Name	Position	Hours	Location	Effective Date	Action	Comment
BURGESS ANGELA	LPN	8.00	HIGH SCHOOL	8/25/2026	RESIGNATION	
STOUT NEILS	PARAPROFESSIONAL	6.50	CHLOE CLARK	8/21/2026	RESIGNATION	
SCHNELLE TRACY	PARAPROFESSIONAL	6.50	SALTARS POINT	9/17/2026	NEW HIRE	
SICKLES SABINE	NETWORK/COMMUNICAT	8.00	DISTRICT OFFICE	9/14/2026	RESIGNATION	
REYNOLDS RYAN	CAMPUS SUPERVISOR	8.00	HIGH SCHOOL	9/17/2026	NEW HIRE	
WALLACE LAURA	PARAPROFESSIONAL	6.50	SALTARS POINT	9/25/2026	RESIGNATION	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - SEPTEMBER 16, 2026

Name	Position	Location	Effective Date	Amount	Comment
WILMOVSKY JILL	DATA TEAM LEADER	CHERRYDALE	09/02/2026	$ 2,200.00	
OLIVER NICOLETTE	DATA TEAM LEADER	CHERRYDALE	09/02/2026	$ 2,200.00	
CHRISTENSEN LEANN	DATA TEAM LEADER	CHERRYDALE	09/02/2026	$ 2,200.00	
FROEHLE STEFANIE	DATA TEAM LEADER	CHERRYDALE	09/02/2026	$ 2,200.00	
JENNE ALEECE	PRIMARY MUSIC DIRECTOR	CHERRYDALE	09/02/2026	$ 2,750.00	
ENGQUIST SHEREE	DATA TEAM LEADER	CHLOE CLARK	09/02/2026	$ 2,200.00	
ZENNER WHITNEY	DATA TEAM LEADER	CHLOE CLARK	09/02/2026	$ 2,200.00	
ALMEIDA KAITLYN	DATA TEAM LEADER	CHLOE CLARK	09/02/2026	$ 2,200.00	
KAY HOLLY	DATA TEAM LEADER	CHLOE CLARK	09/02/2026	$ 2,200.00	
ISLER DENISE	DATA TEAM LEADER	CHLOE CLARK	09/02/2026	$ 2,200.00	
PEDDY KAREN	PRIMARY MUSIC DIRECTOR	CHLOE CLARK	09/02/2026	$ 2,750.00	
KHALSA ADI	ANIME CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
MOCK JANELLE	ART CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
BALOGH SYNDEY	ASB ADVISOR	HIGH SCHOOL	09/02/2026	$ 4,950.00	
WILLIAMS ASHLEY	ASL CLUB	HIGH SCHOOL	09/02/2026	$ 2,640.00	
JOHNSON MATTHEW	ASSISTANT GOLF COACH	HIGH SCHOOL	08/31/2026	$ 4,000.00	
COOPER-HAAMID CARLA	BLACK STUDENT UNION ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
JONES CARL	CHEMICAL HYGIENE OFFICER	HIGH SCHOOL	09/02/2026	$ 440.00	
BALOGH SYNDEY	CLASS ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
DRAIN TASHA	CLASS ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
HAYDEN TINA	COLLEGE AND CAREER COORDINATOR	HIGH SCHOOL	09/02/2026	$ 10,000.00	
HAYDEN TINA	DECA ADVISOR - CTSO	HIGH SCHOOL	09/02/2026	$ 1,320.00	
HANKS BENJAMIN	DECA ADVISOR - CTSO	HIGH SCHOOL	09/02/2026	$ 1,320.00	
DRAIN TASHA	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
ALBERT ROYCE	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
ANDERSON ERIN	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
DORSCH SARAH	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
ECK KASEY	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
MANN SHAUNA	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
MILLER CAMERON	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
JONES CARL	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
JOHNSON JACOB	DEPARTMENT CHAIR	HIGH SCHOOL	09/02/2026	$ 2,750.00	
HAYDEN TINA	DRAMA PRODUCTION 1	HIGH SCHOOL	09/02/2026	$ 2,640.00	
HAYDEN TINA	DRAMA PRODUCTION 2	HIGH SCHOOL	09/02/2026	$ 2,640.00	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - SEPTEMBER 16, 2026

Name	Position	Location	Effective Date	Amount	Comment
STUTZ MIGUEL	ENVIRONMENTAL STEWARDSHIP ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
HAUSER NOBLE	ENVIRONMENTAL STEWARDSHIP ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
SCHULTZ-BRACE KERI	FFCLA ADVISOR - CTSO	HIGH SCHOOL	09/02/2026	$ 2,640.00	
BRADBURY TOM	GAME MANAGER (FALL SPORTS)	HIGH SCHOOL	09/02/2026	$ 4,000.00	
BRADBURY TOM	GAME MANAGER (SPRING SPORTS)	HIGH SCHOOL	03/02/2027	$ 2,000.00	
BRADBURY TOM	GAME MANAGER (WINTER SPORTS)	HIGH SCHOOL	11/16/2026	$ 4,000.00	
JARNAGIN JAMES	GSA ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
JAMES JESSICA	GSA ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
VEGH MATT	HIGH SCHOOL BAND	HIGH SCHOOL	09/02/2026	$ 6,600.00	
ECK KASEY	HIGH SCHOOL CHOIR	HIGH SCHOOL	09/02/2026	$ 5,500.00	
ANDERSON ERIN	HONOR SOCIETY ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
WEBSTER LINDSAY	JOURNALISM CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
NORRIS LAURIE	KEY CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
ALBERT ROYCE	KEY CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 1,320.00	
CHASE RENEE	LITERACY CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
HANKS BENJAMIN	MATH CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
SORTORE PATRICIA	SPORTS MEDICINE - CTSO	HIGH SCHOOL	09/02/2026	$ 2,640.00	
BALOGH SYNDEY	STUDENT 2 STUDENT ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
JARNAGIN JAMES	TECH SUPPORT	HIGH SCHOOL	09/02/2026	$ 4,500.00	
DILL MICAH	VIDEO GAME CLUB ADVISOR	HIGH SCHOOL	09/02/2026	$ 2,640.00	
WEBSTER LINDSAY	YEARBOOK CLUB	HIGH SCHOOL	09/02/2026	$ 2,640.00	
MARRERO AMANDA	ASB ADVISOR	PIONEER	09/02/2026	$ 2,750.00	
WALDROP ANNIE	ASSISTANT TRACK COACH	PIONEER	09/08/2026	$ 3,176.25	
CABIGTING RYAN PATRICK	ASSISTANT TRACK COACH	PIONEER	09/08/2026	$ 3,176.25	
MARRERO AMANDA	BUILDERS CLUB ADVISOR	PIONEER	09/02/2026	$ 2,640.00	
MATEUS STEPHANIE	CHEMICAL HYGIENE OFFICER	PIONEER	09/02/2026	$ 440.00	
SWIFT TRIAN	DEPARTMENT CHAIR	PIONEER	09/08/2026	$ 2,200.00	
PERCEFUL SAMANTHA	DEPARTMENT CHAIR	PIONEER	09/08/2026	$ 2,200.00	
BYRD NATE	DEPARTMENT CHAIR	PIONEER	09/08/2026	$ 2,200.00	
PILON MARY CATHERINE	DEPARTMENT CHAIR	PIONEER	09/02/2026	$ 2,200.00	
HEINLEN MICHAEL	DEPARTMENT CHAIR	PIONEER	09/02/2026	$ 2,200.00	
HERIG JILL	DEPARTMENT CHAIR	PIONEER	09/02/2026	$ 2,200.00	
MANLEY SAVANNAH	GSA ADVISOR	PIONEER	09/02/2026	$ 2,640.00	
HAYES KENNETH	HEAD BASEBALL COACH	PIONEER	09/08/2026	$ 4,235.00	
ARNOLD KOLBY	MIDDLE SCHOOL BAND	PIONEER	09/02/2026	$ 2,750.00	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
CO-CURRICULAR PERSONNEL REPORT - SEPTEMBER 16, 2026

Name	Position	Location	Effective Date	Amount	Comment
ELSHIRE KATIE	MIDDLE SCHOOL CHAMBER CHOIR CLUB	PIONEER	09/02/2026	$ 2,640.00	
ELSHIRE KATIE	MIDDLE SCHOOL CHOIR	PIONEER	09/02/2026	$ 2,750.00	
ARNOLD KOLBY	MIDDLE SCHOOL JAZZ BAND CLUB	PIONEER	09/02/2026	$ 2,640.00	
ELSHIRE KATIE	POKÉMON GO CLUB ADVISOR	PIONEER	09/02/2026	$ 2,640.00	
PILON MARY CATHERINE	STUDENT 2 STUDENT ADVISOR	PIONEER	09/02/2026	$ 2,640.00	
PILON MARY CATHERINE	YEARBOOK	PIONEER	09/02/2026	$ 2,640.00	
ASATO DANIELLE	DATA TEAM LEADER	SALTARS POINT	09/02/2026	$ 2,200.00	
REID MARQUITA	DATA TEAM LEADER	SALTARS POINT	09/02/2026	$ 2,200.00	
CROSSEN SHELLEY	DATA TEAM LEADER	SALTARS POINT	09/02/2026	$ 2,200.00	
BURKES RODERICK	DATA TEAM LEADER	SALTARS POINT	09/02/2026	$ 2,200.00	
WILLIAMS SARAH	DATA TEAM LEADER	SALTARS POINT	09/02/2026	$ 2,200.00	
BATHURST ERIN	INTERMEDIATE MUSIC DIRECTOR	SALTARS POINT	09/02/2026	$ 2,750.00	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The District and Steilacoom Classified Education Association have agreed to establish a new Network Communications II classification. Board approval is requested to add the classification and corresponding salary placement to the 2026-2027 SCEA salary schedule.

RECOMMENDED ACTION:

Approval of the Network Communications II classification and salary placement to the 2026-2027 SCEA salary schedule.

Report prepared by: Susanne Beauchaine, Executive Director of HR

MEMORANDUM OF UNDERSTANDING
between STEILACOOM CLASSIFIED EDUCATION ASSOCIATION and STEILACOOM HISTORICAL SCHOOL DISTRICT
concerning Job Classification

The Steilacoom Historical School District and the Steilacoom Classified Education Association (SCEA) recognize the need to establish a Network Communications II classification within the bargaining unit.

1. New Classification

Effective the 2026-2027 school year, the classification of Network Communications II will be added to the SCEA salary schedule.

2. Salary Schedule

The Salary Schedule for the 2026-2027 School Year will be:

	Step 1-4	Longevity Step 5-9	Longevity Step 10-14	Longevity Step 15-19	Longevity Step 20
Network/Communications II	40.78	41.86	43.26	46.03	49.33

Lisa Cleveland (Sep 1, 2026 11:56:05 PDT)

for the Association

09/01/2026

Date

Dr. Kathi Weight

Dr. Kathi Weight (Sep 1, 2026 11:02:23 PDT)

for the District

09/01/2026

Date

The best education for every student.
STEILACOOM
Historical School District No. 1
511 Chambers Street
Steilacoom, WA 98388
PH: 253-983-2206

Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following donation from: Sports Boosters inventory donation

purpose of: providing bodyliners, skirts and pants to the SHS dance team

Donation Date: 7-29-26 Amount: $7037.60 per attached invoice*

Deposit to Revenue Code (960): For inventory ☐ GF or ☑ ASB

Expend from Account Code (530): _____

☐ Attach documentation such as Kiwanis Mini Grant, Admin Approval etc

Donation Approved By:

Chief of Finance and Operations _____ Date: 8/27/26

Donations in the amount of $5,000 or greater must be pre- approved by the Board of Directors prior to being used.

Board approval required? ☑ Yes ☐ No Board Meeting date: 9/16/2026

☐ Purchase Coordinator [accept funds / complete form / copy check & attach to form /deposit]

☐ Chief of Finance and Operations [review / approve /sign]

☐ Finance to forward donation form with attachments & check copy ($5,000 or greater) to Executive Assistant to the Superintendent for placement on next scheduled Board Meeting for review & approval

☐ Purchase Coordinator maintains all financial transaction records involving this donation to donor if requested

VARSITY
spirit fashion

PO Box 842805
Dallas, TX 75284-2805
1-800-533-8022

Purchase Order:
Contact: SYDNEY BALOGH
Squad Type: VA DA AL

Account Number 51271900
Invoice Number 77102561
Invoice Date 7/29/26

B STEILACOOM HIGH SCHOOL
I STEILACOOM HIGH SCHOOL
L 54 SENTINEL DR
L STEILACOOM WA 98388-1699

S STEILACOOM HIGH SCHOOL
H SYDNEY BALOGH
I 413 SHERIDAN PL.
P STEILACOOM WA 98388

Style	Style Description	Quantity	Unit Price	Amount
DBLR2406KC	DANCE BODYLINER	19	85.95	1,633.05
ACOUH26122DI	DROP IN COUTURE HIP LTH	19	84.95	1,614.05
CFLL3WD3	3 COLOR LETTER W/WORD	19	58.00	1,102.00
SDC-31596W	Cust Sub Drop In Let-Wome	19	5.00	95.00
V0431BSKBMF	MOTIONFLEX A-LINE SKIRT	19	64.95	1,234.05
	-Discount	19	11.20-	212.80-
V500BPMFQ	MOTIONFLEX BOOT CUT PANT	19	58.95	1,120.05
	-Discount	19	10.17-	193.23-

Order Total	6,798.20
Less Discount	406.03-
S/H	472.00
Less S/H Discount	472.00-
Tax	652.00
Less Payments	7,037.60-
Less Adjustments	
Total Due	6.57

Terms: Net 30 days
FOB Shipping Point
Late Fees: 1.5% per month

THANK YOU FOR DOING BUSINESS WITH US

Mail all payments to:
Varsity Spirit Fashions & Supplies, LLC
Attn: Accounts Receivable
PO Box 842805
Dallas, TX 75284-2805

Please mail this portion with your payment

50

STEILACOOM HIGH SCHOOL
STEILACOOM HIGH SCHOOL
54 SENTINEL DR
STEILACOOM WA 98388-1699
Invoice Number 77102561
Customer Number 51271900

TOTAL DUE: 6.57

The best education for every student.
STEILACOOM
Historical School District No. 1
Est. 1854

511 Chambers Street
Steilacoom, WA 98388
PH: 253-983-2206

Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following

donation from: Sports Boosters - receipt 250380

purpose of: helping purchase baseball equipment

Donation Date: 9-1-26 Amount: $9000.00 ck #1392

Deposit to Revenue Code (960): 2004 Baseball ☐ GF or ☑ ASB

Expend from Account Code (530): _____

☐ Attach documentation such as Kiwanis Mini Grant, Admin Approval etc

Donation Approved By:

Chief of Finance and Operations _____ Date: _____

Donations in the amount of $5,000 or greater must be pre- approved by the Board of Directors prior to being used.

Board approval required? ☑ Yes ☐ No Board Meeting date: 9/16/2026

☐ Purchase Coordinator [accept funds / complete form / copy check & attach to form /deposit]

☐ Chief of Finance and Operations [review / approve / sign]

☐ Finance to forward donation form with attachments & check copy ($5,000 or greater) to Executive Assistant to the Superintendent for placement on next scheduled Board Meeting for review & approval

☐ Purchase Coordinator maintains all financial transaction records involving this donation to donor if requested

The best education for every student.
STEILACOOM
Historical School District No. 1
511 Chambers Street
Steilacoom, WA 98388
PH: 253-983-2206

Donations

The Steilacoom Historical School District No. 1 (SHSD) is pleased to accept the following donation from: Chloe Clark PTA

purpose of: purchase new climbing wall mats for the gym. The current mats are torn and do not provide appropriate and safe protection.

Donation Date: Aug. 6, 2026 Amount: ~~$8,000.00~~ $7,549.00

Deposit to Revenue Code (960): _____ ☑ GF or ☐ ASB

Expend from Account Code (53): _____

☐ Attach documentation such as Kiwanis Mini Grant, Admin Approval etc

Donation Approved By:

Chief of Finance and Operations _____ Date: 8/25/26

Donations in the amount of $5,000 or greater must be pre- approved by the Board of Directors prior to being used.

Board approval required? ☑ Yes ☐ No Board Meeting date: 9/16/2026

☐ Purchase Coordinator [accept funds / complete form / copy check & attach to form /deposit]

☐ Chief of Finance and Operations [review / approve / sign]

☐ Finance to forward donation form with attachments & check copy ($5,000 or greater) to Executive Assistant to the Superintendent for placement on next scheduled Board Meeting for review & approval

☐ Purchase Coordinator maintains all financial transaction records involving this donation to donor if requested

Quote Number:	**#22649.3**
Quote Date:	**6/16/2026**

EVERLAST CLIMBING™
A PLAYCORE Company

2" STANDARD CORDLESS MAT LOCKING® SYSTEM

(protected by US Patent 7819778)

- Our Cordless Mat Locking® System protects your wall from unsupervised use by securing the mats to the wall via our security latch, not cords – the most user-friendly system available.
- Our 2-inch mats have been tested per the ASTM F1292-04 Standard Specification and exceed the performance requirements

- Eleven mats, 6 feet high and 4 feet wide, for an overall length of fourty-four feet
- Foam consists of 2 inches of recycled polyethylene.
- Two nylon-webbing loops attached to each mat for use as Mat Locking System.
- Two highly durable thermal plastic coated tabs attach to each mat and connect to base of the wall (to prevent climbing under mats when wall is closed). These unique tabs are the most durable way to connect the mats to the wall.
- 18 Ounce vinyl mats are available in Red or Royal Blue. (Custom color upgrades are available.)
- Available upgrade to our Premium 3" Mats that have been tested per the ASTM F1292-04 and ASTM F2440-11 Standards. Fire Retardant Mat upgrades are also available if needed. Contact your local safety inspector or fire

6'x44' - 2" STANDARD CORDLESS MAT LOCKING® SYSTEM	**$5,258.00**
Shipping and Handling (Standard delivery, does not include liftgate or inside delivery)	**$1,760**
WA State Sales Tax (10.1%)	$531.06
GRAND TOTAL	**$7,549.06**

Notes:	

We are committed to offering you the most competitive pricing available. We will do our best to maintain current pricing, but due to recent inflationary pressures prices are subject to change without notice. We reserve the right to replace products with updated products at our discretion.

Force Majeure – Seller does not guarantee shipment or delivery dates. Seller shall not be responsible for any delays or failure to perform any obligation under this Agreement due to loss, or damage from causes beyond Seller's reasonable control, including but not limited to strikes, labor difficulties, riot, civil unrest, fire, delay or default of common carrier, failure of source of supply, Acts of God, terrorism, flood or other natural disasters, war, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances including, without limitation, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of the Seller. During the event of force majeure, the Seller's duty to perform obligations shall be suspended.

Prepared by: Mallory Lauerhunt

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

SUPERINTENDENT/ SCHOOL BOARD APPROVAL REQUIRED
FIELD TRIP REQUEST FORM – A1

Superintendent approval required for overnight or over Cascade Mountain travel; School Board for out-of-state trips.

Date of Request: 09/14/2026 School: Steilacoom HS

Name of teacher(s) requesting field trip: Erin Anderson/Jim Seefeldt

Proposed student group: XC Varsity

Proposed date(s) of field trip: 9/25 - 9/26 Proposed destination(s): Portland

Departure time from School: 10 AM Transportation by: ☐ Bus ☐ Private Car ☐ Air

Return time to School: 5 PM Will students need meals: ☐ Yes ☐ No

Content area(s) addressed: Nike Portland Invitational

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):

Itinerary was already sent. It's a race for our varsity athletes in Portland on Saturday

Number of Students: 14 Number of Chaperones: 2

Revenue Source: ☐ General Fund (GF) ■ ASB Is this in the ASB Budget? ■ Yes ☐ No

Individual student cost to be used for: Food/Hotel

Estimated individual student cost $: $35

Current GF/ASB Fund Balance: $: $871

Total Cost $: $1450

Account code: 2003

Teacher Name: Erin Anderson Signature: Erin Anderson

Teacher Name: _____ Signature: _____

Approve **Deny**

Principal Name: Hayley Hattaway Signature: _____

8.2019

26-27
Overnight & Over the Mountains Field Trip Details

Name of Team	Steilacoom Cross Country	
Number of students	14	**Please attach student roster - TBD on race times**
Number of Chaperones	2	**Names of Chaperones: Erin Anderson, Jim Seefeldt**
Total Number in Group	16	
Event Name	Nike Portland Invitational	
Dates of Event	9/26	
Venue Name & Address	Blue Lake Regional Park, Portland, Oregon	
Hotel Name & Address	Hampton Inn Portland East, 3039 NE 181st Ave. Portland, Oregon 97230 USA, 1-503-669-7000	
Transportation Method Plane - Airline & Flight Details Bus - Transportation company name and departure/arrival times Van - Driver name and departure/arrival details	We will be driving two district vans. We will leave on Friday, the 25th, at Noon and return by 4 PM on Saturday, the 26th. Drivers: Erin Anderson and Jim Seefeldt	
Requestor	Erin Anderson	

SHS Primary Contact Information Title, Name, Phone, Email	Erin Anderson, Teacher/XC Coach erinanderson@steilacoom.k12.wa.us, 253-983-2374

Estimated Costs for Trip:	**Entry Fees**	$200
	Hotel (number of rooms and nightly rate) (X Rooms; X Nights)	Hampton Inn Portland East, Portland, OR $250 per night 6 rooms, for 1 night

26-27
Overnight & Over the Mountains Field Trip Details

	Transportation Cost & Detail	$300
	Additional individual cost	Students will pay for food $80
	Total estimated trip cost per individual	About $175
	Total cost for group	With hotel, food, van, entry fee $3000

Please provide each full daily Itinerary below:

Day of week, Month, day, year	**Daily Itinerary**
Thursday, 9/25/25	Leave at noon, go to the course, go to the hotel

Day of week, Month, day, year	**Daily Itinerary**
Friday, 9/26/25	Go the race, drive home

Day of week, Month, day, year	**Daily Itinerary**

Day of week, Month, day, year	**Daily Itinerary**

Day of week, Month, day, year	**Daily Itinerary**

Additional Notes:	

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

SUPERINTENDENT/ SCHOOL BOARD APPROVAL REQUIRED
FIELD TRIP REQUEST FORM – A1

Superintendent approval required for overnight or over Cascade Mountain travel; School Board for out-of-state trips.

Date of Request: 9-9-26 School: SHS

Name of teacher(s) requesting field trip: Kasey Eck

Proposed student group: Chamber Choir

Proposed date(s) of field trip: 4/15-4/19 Proposed destination(s): New York, NY

Departure time from School: AM 4/15 Transportation by: ☐ Bus ☐ Private Car ■ Air

Return time to School: PM 4/19 Will students need meals: ☐ Yes ■ No

Content area(s) addressed: Performance Skills, Rehearsal Skills, Professionalism, Clinician Skills

Description of proposed field trip and ASB fundraising efforts (please attach itinerary):

Chamber Choir has been invited to join the PLU choirs to perform at Carnegie Hall, NYC.

Number of Students: 16 Number of Chaperones: 5

Revenue Source: ☐ General Fund (GF) ■ ASB Is this in the ASB Budget? ■ Yes ☐ No

Individual student cost to be used for: Music fees, flights, hotel, sight-seeing

Estimated individual student cost $ $3,537.00

Current GF/ASB Fund Balance: $ -$6558.20 (transfer in process from band)

Total Cost $ $75,000

Account code 4004

Teacher Name: Kasey Eck Signature: Kasey Eck

Teacher Name: _____ Signature: _____

Approve **Deny**

Principal Name: Hayley Hathaway Signature: _____

3.2019

26-27
Overnight, Out of State, Over the Mountains Field Trip Details

Name of Team	SHS Chamber Choir	
Number of students	16	**Please attach student roster:** [redacted]
Number of Chaperones	5	**Names of Chaperones: Amanda Hansel, Chris Trujillo, Lynsey Strader, Heather Carter, Kasey Eck (will be cleared/fingerprinted through SHSD)**
Total Number in Group	21	
Event Name	Carnegie Hall NYC Trip	
Dates of Event	Thursday April 15th- Monday April 19th	
Venue Name & Address	Carnegie Hall 881 Seventh Ave New York City, NY 10019	
Hotel Name & Address	TBD	
Transportation Method **Plane - Airline & Flight Details** **Bus - Transportation company name and departure/arrival times**	Flights - Alaska Airlines, Flight cost $588.00 round trip per person Students will arrange private transportation to SEA.	

26-27
Overnight, Out of State, Over the Mountains Field Trip Details

Van - Driver name and departure/arrival details	
Requestor	Kasey Eck

SHS Primary Contact Information Title, Name, Phone, Email	Choir Director Kasey Eck 253-273-1399 keck@steilacoom.k12.wa.us

Estimated Costs for Trip:	**Entry Fees**	$1,399.00 (Concert-Only package through MidAmerica Productions)
	Hotel (number of rooms and nightly rate) (X Rooms; X Nights)	See below, Additional Individual Cost
	Transportation Cost & Detail	$588 per person roundtrip
	Additional individual cost	$2,138.00 (includes hotel, bus transfer to and from JFK, and one Broadway show ticket through ACFEA)
	Total estimated trip cost per individual	$3, 537.00
	Total cost for group	$3,537 x 21 = $74,277.00

Please provide each full daily Itinerary below: See attached

Day of week, Month, day, year	Daily Itinerary
See attached	See attached

26-27
Overnight, Out of State, Over the Mountains Field Trip Details

Additional Notes:	All music-related rehearsals, fees, and performance details will be handled through Mid America Productions. ACFEA, a choir travel company, will be arranging our hotel, flights, in-city coach transfers, and Broadway experiences. For ease of payment, ACFEA will manage all payments from SHS ASB and will allocate the correct amount to MidAmerica for the music-related costs. SHS ASB will communicate with Jonah Heinen at ACFEA to process all payments by the deadlines required of both companies.

ACFEA TOUR CONSULTANTS

110 3RD AVENUE NORTH, SUITE 202 EDMONDS, WA 98020
TEL: +1 (425) 776 3273 | FAX: +1 (425) 672 8187
SEATTLE@ACFEA.COM | WST 600 470 812

STEILACOOM HIGH SCHOOL CHOIR
CONCERT TOUR OF NEW YORK CITY, 2027

Suggested Itinerary
September 2, 2026

Items in italics are included in MidAmerica's concert package

Thu Apr 15		**NEW YORK CITY**
6:00 am	Check in at Seattle airport	
8:05 am	Depart on Alaska Airlines flight AS 26 to New York JFK	
4:31 pm	Arrive at New York JFK airport and meet your courier	
	Transfer by coach to the hotel and check in	
evening	Dinner in a restaurant	

Fri Apr 16		**NEW YORK CITY**
morning	Breakfast in the hotel	No coaching
	Rehearsal	
	Lunch independent	
afternoon	At leisure	
evening	Dinner in a restaurant	
	Ticket to a Broadway show	

Sat Apr 17		**NEW YORK CITY**
morning	Breakfast in the hotel	No coaching
	Rehearsal	
	Lunch independent	
afternoon	At leisure	
evening	Dinner independent	

Sun Apr 18		**NEW YORK CITY**
morning	Breakfast in the hotel	No ACFEA coaching
	At leisure	
	Lunch independent	
afternoon	*Rehearsal*	
evening	***Concert at Carnegie Hall***	
	Post-concert celebration cruise, including dinner (MAP coach transfers included in ACFEA quote)	

Mon Apr 19		**HOME**
morning	Breakfast in the hotel	
	At leisure	
	Lunch independent	
	Transfer by coach to New York JFK airport	
2:45 pm	Check in	
4:45 pm	Depart on Alaska Airlines flight AS 31 to Seattle	
8:15 pm	Arrive at Seattle airport	

NB: Driving times are estimates, based on normal road conditions, and do not include allowances for meals or rest stops

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ACFEA TOUR CONSULTANTS

110 3RD AVENUE NORTH, SUITE 202 EDMONDS, WA 98020
TEL: +1 (425) 776 3273 | FAX: +1 (425) 672 8187
SEATTLE@ACFEA.COM | WST 600 470 812

STEILACOOM HIGH SCHOOL CHOIR
CONCERT TOUR OF NEW YORK CITY, 2027

Quotation
September 2, 2026

Based on current prices, and assuming the following numbers of paying participants plus complimentary places (land and air), the price per person for this itinerary is:

Number paying plus number free:	20+1
Land price[1]	$ 2,949
Estimated airfare and taxes[2]	$ 588
TOTAL	**$ 3,537**

1. The land price is contingent on ACFEA making all air arrangements.
2. Please note that the airfare is based on an Alaska Airlines quote. The airfare cannot be confirmed until a deposit is paid to the airline. The taxes included are subject to change until the time of ticketing.

Included

Performances:
- 16 MidAmerica Concert Only packages ($1,399 per person) and 5 non-performer packages ($599 per person)

Accommodation:
- 4 nights of accommodation in a tourist class hotel, sharing quad rooms with private facilities
- *Single room included for 1 free*
- *2 twin rooms included for 4 adults traveling as paying participants*
- *Single supplement: $1,386*

Meals:
- 4 breakfasts and 2 dinners

Sightseeing:
- Ticket to a Broadway show (up to $110 per person)

Transportation:
- Air-conditioned motorcoach for airport transfers
- MidAmerica Productions (MAP) coaching to/from post-concert cruise reception
- Round-trip air transportation between Seattle and New York City, based on a quote from Alaska Airlines

ACFEA Support:
- One ACFEA courier per motorcoach throughout the land portion of the tour
- Pre-departure briefing and assistance at airport check-in for the group
- Password admittance to ACFEA's tour management website, powered by GroupCollect
- All taxes, tips and service charges normally payable for services included above, except discretionary tips to couriers

Not included

- Public transportation tickets (currently $35 max)
- Beverages other than coffee and tea with breakfast, and water with dinner
- Trip cancelation and interruption insurance
- Checked baggage fees, if applicable ($45 for the first bag, each way, on Alaska Airlines)
- Instrument rental and excess baggage fees
- Performance rights fees, if applicable
- Online payment by individuals; available for a 2% fee. Includes ACH payments; participants can opt to pay by credit card for an added 2% surcharge (4% total)

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44TH ANNIVERSARY SEASON

MAP
MIDAMERICA
PRODUCTIONS

www.midamerica-music.com
contact@midamerica-music.com
212.239.0205
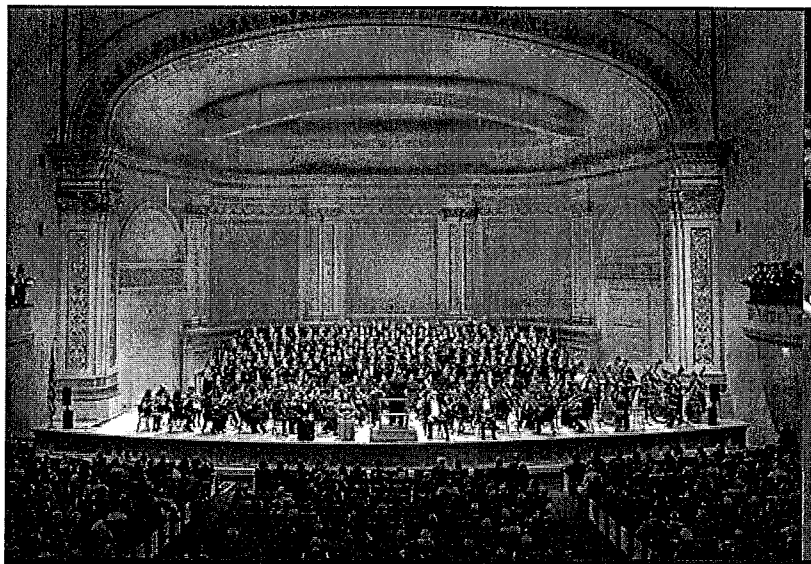


2027 Choral Ensembles Concert-Only Residency Package

Performers & Non-performers

STERN AUDITORIUM / PERELMAN STAGE AT

CARNEGIE HALL





featuring

NEW ENGLAND SYMPHONIC ENSEMBLE

& DISTINGUISHED SOLOISTS



Peter Tiboris, Founder, General & Music Director Emeritus

Sir John Rutter CBE, Conductor Laureate

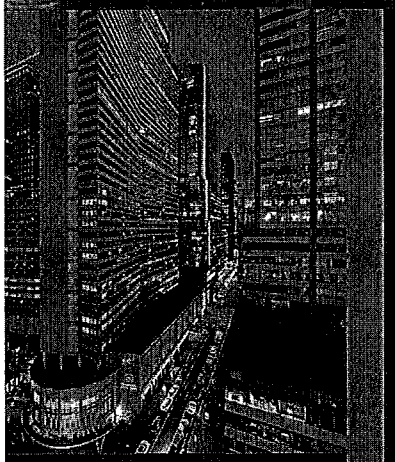
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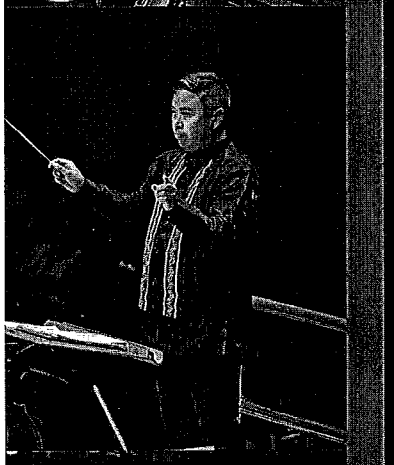
2027 Choral Ensembles Concert-Only Residency Package Inclusions

$1,399

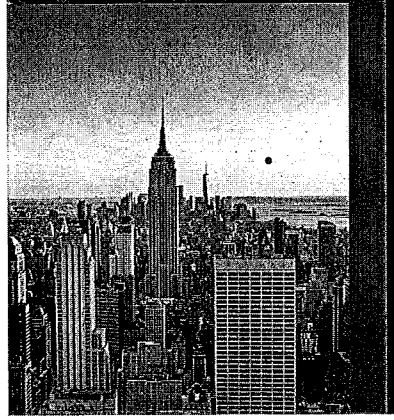
per performer

**hotel, airfare, and travel within NYC not included*









REHEARSALS & CONCERT:

- Professional artistic development of your concert including venue, conductor, soloists, orchestra management, labor, and personnel in the hall.
- Professional promotion and publicity of your concert including Playbill preparation, posters, and press releases.
- MidAmerica Productions staff onsite to manage all concert-related activities from the rehearsals to the post-concert reception cruise.
- All participants will receive a replica of the large marquee poster announcing your concert in Stern Auditorium / Perelman Stage at Carnegie Hall.

POST-CONCERT RECEPTION CRUISE:

- The exclusive post-concert reception cruise features a two-hour sail around the Hudson River with spectacular views of the Statue of Liberty, the Brooklyn Bridge, and the New York City skyline.
- Music, dancing, a dinner buffet, and two drink tickets included; extra drink tickets can be purchased on board. Guests must be at least 21 years old to consume alcoholic beverages on the cruise

**Transportation to and from the Spirit Cruise is not included in the concert-only package. Bus tickets can be purchased for an additional $49 for both residency and non-residency guests.*

**A limited number of additional non-residency guests may also be accommodated on the cruise with the purchase of a $179 ticket.*

OTHER INCLUSIONS:

- A free concert-only residency package for the director.

**Applicable when there are over 30 paying performers. For every additional 30 paying performers, the group receives one additional concert-only residency package.*

- Two complimentary tickets in the premium parquet seating for your concert for the director.

**With a minimum of 30 registered performers.*

*All prices listed are in U.S. Dollars (USD).
*Subject to revision

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PRODUCTIONS

Non-Performer Package:

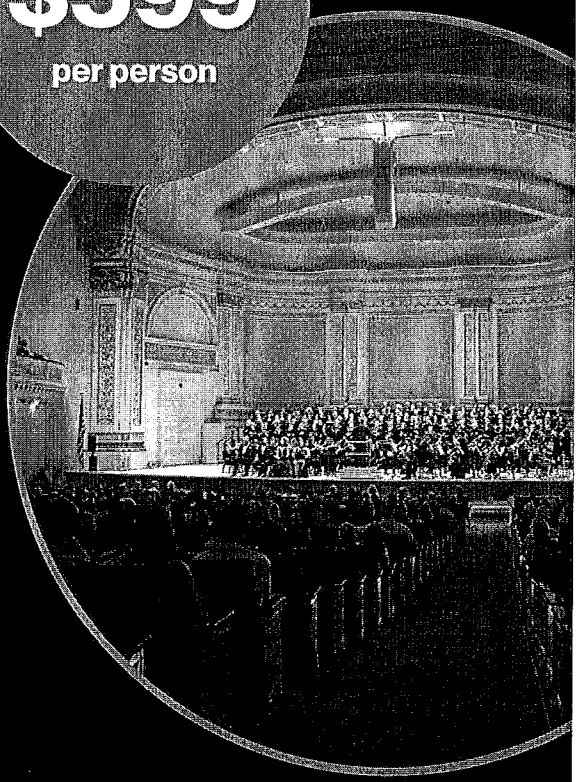
Affiliated family, friends, or colleagues



INCLUDES:

- Attendance at all rehearsals – including the closed dress rehearsal in Stern Auditorium / Perelman Stage at Carnegie Hall.
- One concert ticket (Parquet/Main level - $125 value) to your performance
- Posters as described above.
- One admission ticket for the post-concert celebration reception cruise as described above (including dinner and two drink tickets).

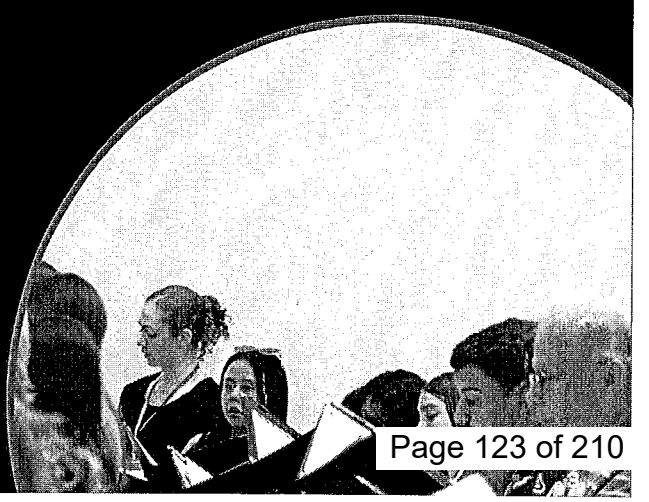
$599
per person



Transportation to and from the Spirit Cruise is **not included in the concert-only package.*

Please note: The non-performer rate mentioned above is available only to individuals affiliated with ensembles that purchase the $1,399 concert-only package. This special $599 non-performer rate does not apply when ensembles select the $2,099 full residency package.

Non-performers ($599 package participants) do not count toward the minimum required for the concert. Likewise, when determining whether ensembles qualify for complimentary packages or a group credit, participants registered under the $599 non-performer package are not included.



*All prices listed are in U.S. Dollars (USD).
*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

A Sample Itinerary of a New York Choral Residency

DAY ONE

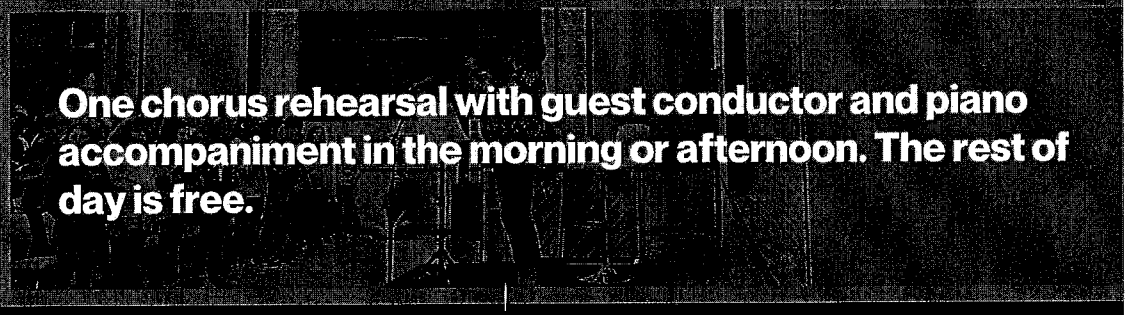


Arrival in NYC.

DAY TWO

One chorus rehearsal with guest conductor and piano accompaniment in the morning or afternoon; directors' meeting during first rehearsal. The rest of day is free.

DAY THREE

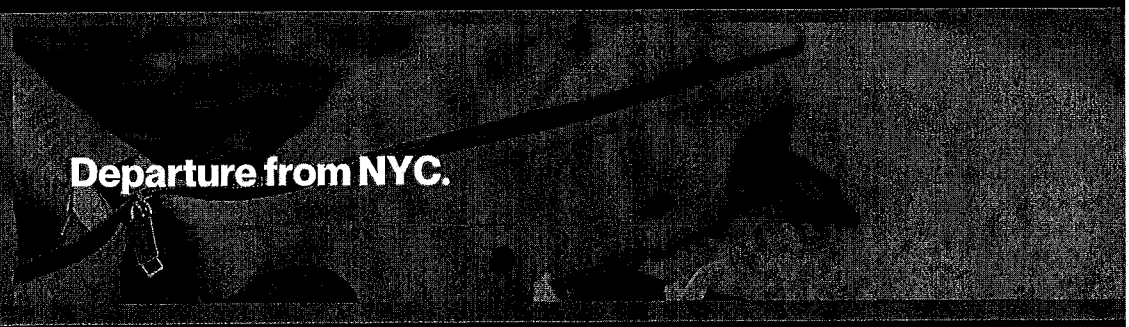


One chorus rehearsal with guest conductor and piano accompaniment in the morning or afternoon. The rest of day is free.

DAY FOUR

Final dress rehearsal in Stern Auditorium / Perelman Stage at Carnegie Hall; concert; and post-concert cruise around the Statue of Liberty and lower Manhattan with music, dancing, dinner, and two drinks provided.

DAY FIVE



Departure from NYC.

*Transportation to and from the Spirit Cruise is **not included** in the concert-only package.

*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

Initial Payment Deadlines
for concerts in New York in 2027:

March 2027 Concerts

Early Registration Deadline:
April 1, 2026

Standard Registration Deadline:
July 1, 2026

April 2027 Concerts

Early Registration Deadline:
June 1, 2026

Standard Registration Deadline:
October 1, 2026

May & June 2027 Concerts

Early Registration Deadline:
June 1, 2026

Standard Registration Deadline:
October 1, 2026

All payments must be received in office by the due date.

Package Credits:

Total number of paid performers:	Deposit received by early registration deadline:	Deposit received by standard registration deadline:
30	2 Package Credits	1 Package Credit
60	4 Package Credits	2 Package Credits
90	6 Package Credits	3 Package Credits

***All credits will be applied on the group's final invoice.**

Terms and Conditions:

MidAmerica Productions only registers groups of 10 participants or more (any combination of performers and non-performers- family, friends, colleagues). If your concert should be cancelled by MidAmerica Productions (with exception of cancellations made due to late or non-payment), all monies are completely and immediately refundable. Group directors must indicate at the time of registration whether they will be participating as a performer, non-performer, or guest conductor. Directors who are also guest conductors are not included in a group's tally as their accommodations are handled separately. Credits only apply to group registrations; individual registrations through the MAP website do not count towards a tally for complimentary packages. Complimentary packages may be used for an individual (director, accompanist, etc.) or may be applied toward the group's balance to reduce each participant's cost. Please read more in the full terms and conditions on **page 11 and 12.**

MIDAMERICA PRODUCTIONS

Choral Ensembles Concert-Only Residency

2027 Deposit and Form Schedules:

☑ ***All payments must be received in office by the due date.***

March Concerts:

July 1, 2026 (April 1, 2026 for Early Deadline)	September 15, 2026	November 15, 2026	January 15, 2027
1st Deposit Due $300 per person (non-refundable)	**2nd Deposit Due** $350 per performer (non-refundable)	**Group Hotel Information Due**	**Final Payment for all participants, and Security List** (non-refundable)

April Concerts:

October 1, 2026 (June 1, 2026 for Early Deadline)	November 15, 2026	January 15, 2027	March 1, 2027
1st Deposit Due $300 per person (non-refundable)	**2nd Deposit Due** $350 per performer (non-refundable)	**Group Hotel Information Due**	**Final Payment for all participants and Security List Due for all participants** (non-refundable)

May & June Concerts:

October 1, 2026 (June 1, 2026 for Early Deadline)	December 1, 2026	January 15, 2027	April 15, 2027
1st Deposit Due $300 per person (non-refundable)	**2nd Deposit Due** $350 per performer (non-refundable)	**Group Hotel Information Due**	**Final Payment for all participants and Security List Due for all participants** (non-refundable)

*Non-performers- family, friends, colleagues should remit an initial $300 per person deposit; the remainder will be billed on the final invoice. ****Once received, all payments made to MidAmerica are non-refundable.*** This applies to any individual or group who has made any payments. Should a check payment be returned by bank as unpaid, a $35 returned check fee will be added to your final invoice.

All prices listed are in U.S. Dollars (USD).

*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

Choral Ensembles Concert-Only Residency

2027 Form Information:

Group Hotel Information:

Name, phone number, and hotel information for the group's contact person in the event that MidAmerica staff needs to reach the group outside of set meeting time.

Security List:

An alphabetical list (last name, then first name) of all residency package participants (both performers and non-performers) must be submitted for Carnegie Hall security. There is no admittance to Carnegie Hall backstage for anyone **NOT** on the security list. No exceptions.

Use the documents that you will receive from MidAmerica Productions. Be sure to complete all documents online by the requested due date.

*Read the full terms & conditions on **page 11 and 12.**

"IT'S REALLY A ONCE-IN-A-LIFETIME OPPORTUNITY WHEN YOU WALK ON THAT STAGE."

- Carmen Floréz-Mansi



*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

Choral Ensembles Concert-Only Residency

2027 Payment Information:

At the time of the initial deposit, ensembles will inform MidAmerica whether they elect the full residency ($2,099 package) or concert-only ($1,399 package). These two package options are on a "whole-group" basis, meaning that all participants in the ensemble must choose to take either the full residency package OR the concert-only package. Once deposited, there can be no change between full residency and concert-only status, nor any individual exceptions within the registered ensembles. Affiliated non-performers (family, friends, colleagues and chaperones) who plan to officially register as such with their group must take the same package option as their ensemble.

Your online concert registration form must be completed prior to sending your first deposit. Make checks payable in US Dollars to MidAmerica Productions, Inc. and send via Federal Express/Express Mail (regular mail is not recommended) to:

MidAmerica Productions, Inc.
Joyce Howard-Brazel
228 Park Ave S #313639
New York, NY 10003-1502

Your ensemble must be paid in full prior to your arrival to New York. Please send **one** combined check per payment. **Do not** send individual checks. Should a check payment be returned by bank as unpaid, a $35 returned check fee will be added to your final invoice.

For information on wire transfers, ACH payments and/or credit card payments, please contact Joyce Howard-Brazel, Chief of Client Services at jhoward@midamerica-music.com. When wiring funds, registering ensembles are responsible for all bank fees from their own bank (as well as any intermediary bank fees when wiring internationally).

Important: The concert registration form must be completed online prior to sending your first deposit.

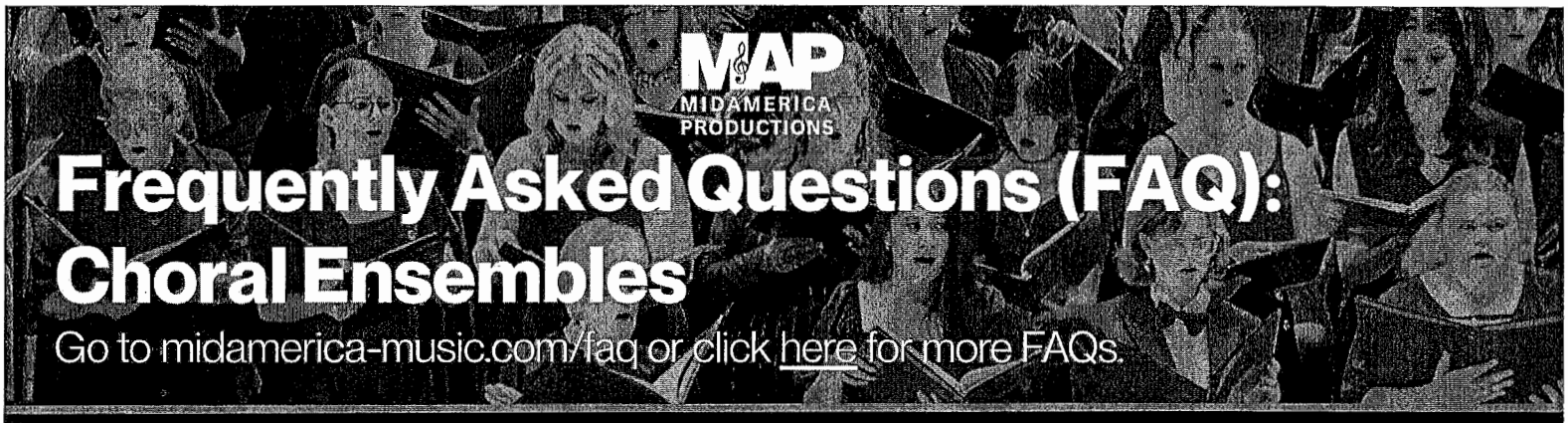
Terms and Conditions:

***Deposit/Document schedules are firm** and all payments and all required MidAmerica Production documents must be received by MAP by the deposit/document deadline (NOT postmarked). MAP retains the right to cancel groups for nonpayment, without refund, if the deposit schedule is not met. Therefore, if any delay in payment or required MAP document is anticipated, the group director must contact MAP prior to the payment deadline. Additionally, if a group's deposit is not received by the deposit deadline (and MAP does not cancel their registration immediately), an additional $25 per person late fee will be added to their past due deposit. An additional $25 per person late fee will be added for each additional week that passes following the original deposit deadline if the deposit remains unpaid.

***Once received, all payments made to MidAmerica Productions are non-refundable.** This applies to any individual or group who has made any payments. In addition, should an individual cancel participation, all deposits/payments are forfeited and non-transferrable to the remaining group balance. Forfeited deposits may only be used for substitutions on a one-to-one basis.

Therefore, cancellation insurance, is strongly recommended. Please see more information on how to get a quote for cancellation insurance in the Terms & Conditions on **page 11**. If your concert should be cancelled by MidAmerica Productions (with exception of cancellations made due to late or non-payment), all monies are completely and immediately refundable.

*All prices listed are in U.S. Dollars (USD).
*Subject to revision



MAP
MIDAMERICA PRODUCTIONS

Frequently Asked Questions (FAQ): Choral Ensembles

Go to midamerica-music.com/faq or click here for more FAQs.

1

How are ensembles selected for and invited to participate in this concert series, both here and abroad?

Each and every ensemble has been specifically recommended or referred to us by music directors in the profession or by one of the more than 850 guest conductors who have appeared on our series since 1984. Additionally, ensembles can be accepted after submitting an audition CD, video, or YouTube link to the Production Team at production@midamerica-music.com.

2

For choral concerts, is it required that music be prepared prior to arrival in New York?

Yes. Choruses or chorus members who are not thoroughly prepared may not be allowed to rehearse or perform in the concert.

3

When will we know the schedule for our residency in New York?

Schedules (and rehearsal locations) are published 2-3 months in advance of your concert date. Typically, on the first, second, and third nights of your residency you are free to do as you wish. Please refer to the general residency schedule on page 4 for more information.

4

When can we purchase air tickets and other reservations?

All groups wait until they receive written confirmation and a "go-ahead" from MidAmerica Productions before making any flight arrangements or non-refundable purchases. This confirmation will be issued only after registrations have been received and the concert is officially confirmed.

5

What size audience can we expect at our concert?

Audiences are large and enthusiastic. MidAmerica Productions has a comprehensive public relations and audience development division.

6

How can we request ADA accommodations?

You can request accommodations by contacting contact@midamerica-music.com.

*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

Frequently Asked Questions (FAQ): Choral Ensembles Continued

Go to midamerica-music.com/faq or click here for more FAQs.

7

How are the concerts advertised?

MAP employs a comprehensive strategy that combines public relations, paid marketing, partnerships, and social media to engage a diverse audience of ticket buyers, from tourists to locals. With a mailing list of over 25,000 contacts, Andrea Niederman, Director of Public Relations, Publications, and Audience Development, and her team lead outreach efforts that target a variety of media— from local outlets to nationally syndicated publications.

8

May friends and family also attend the post-concert dinner cruise?

Yes. Depending on availability, additional tickets may be purchased by friends and family. Tickets are available starting 60 days prior to the concert and cost $179 per-person. Please contact the Production Team at production@midamerica-music.com for ordering information.

9

Who has performed on your series before?

We have hosted thousands of choirs on our series over the past 40 + years. Please click **here** to view a partial list of groups.

10

What should our group wear for the concert?

Wear your typical formal concert dress (what your group wears for concerts at your home location).

11

Are there any scholarship opportunities available for groups or individuals that need financial assistance?

Applications are now being accepted for the Peter Tiboris Legacy Scholarship until 9/1/2026. You can apply here.

*Subject to revision

MAP
MIDAMERICA
PRODUCTIONS

Choral Ensembles Concert-Only Residency

2027 Deposit, Payment, and Form Terms & Conditions (page 1/2):

Residency Package Quote

If your concert should be cancelled by MidAmerica Productions (with exception of cancellations made due to late or non-payment), all monies are completely and immediately refundable. The residency package price quoted is fixed and firm. If at any time, the state or city of New York levies an additional visitors' tax, this tax, upon presentation of documentation, will become the responsibility of the incoming ensemble and will be added to the residency package cost for final payment. Late penalties may be assessed when a group does not adhere to the published payment deadlines. MidAmerica Productions shall not be liable to any individual registrant or group for any injuries, losses, or expenses suffered or incurred by any individual registrant or group arising out of or relating to your purchase of this package. All registrants and groups shall maintain appropriate and adequate general liability insurance coverage and any worker's compensation insurance required by applicable state law. All prices listed are in U.S. Dollars (USD).

Deposits, Substitutions, and Travel Insurance

Your ensemble must be paid in full prior to your arrival to New York. Once received, all payments made to MidAmerica Productions are non-refundable. This applies to any individual or group who has made any payments. In addition, should an individual cancel participation, all deposits/payments are forfeited and non-transferrable to the remaining group balance. Forfeited deposits may only be used for substitutions on a one-to-one basis. In addition, should an individual cancel participation, deposits are non-transferable to the group's unpaid balance (substitutions for canceled persons are permissible). Therefore, cancellation insurance is strongly recommended. MidAmerica Productions does not endorse or recommend any travel insurance company who might provide such insurance to the ensemble. Please investigate thoroughly through your preferred insurance carrier prior to your initial deposit.

Deposit/Document schedules are firm and all payments and all required MAP documents must be received by MAP by the deposit/document deadline (NOT postmarked). MAP retains the right to cancel groups for nonpayment, without refund, if the deposit schedule is not met. Therefore, if any delay in payment or required MAP document is anticipated, the group director must contact MAP prior to the payment deadline. Additionally, if a group's deposit is not received by the deposit deadline (and MAP does not cancel their registration immediately), an additional $25 per person late fee will be added to their past due deposit. An additional $25 per person late fee will be added for each additional week that passes following the original deposit deadline if the deposit remains unpaid. Should a check payment be returned by bank as unpaid, a $35 returned check fee will be added to your final invoice.

Package Credits

Group directors must indicate at the time of registration whether they will be participating as a performer, non-performer, or guest conductor. Directors who are guest conductors are not included in a group's tally as their accommodations are handled separately. Credits only apply to group registrations; individual registrations through the MAP website do not count towards a tally for complimentary packages. Complimentary packages may be used for an individual (director, accompanist, etc.) or may be applied toward the group's balance to reduce each participant's cost. All credits will be applied on the group's final invoice.

Lodging & Travel

It is the responsibility of all participants who are non-U.S. Citizens to inquire with the appropriate embassy or consulate regarding entry requirements to the United States. Ensembles must submit their travel particulars to MAP 90 days in advance of their performance. If flying, this information should include flight numbers, airline, dates and times. **Do not** purchase any air tickets or make other travel arrangements (train, bus, etc.) without getting a "go ahead" from MidAmerica Productions. Transportation to and from the cruise is **not included** in the concert-only package.

Please note all residency hotels are union hotels. It is impermissible and against union rules for groups using these facilities to bring in group food deliveries from the outside. Groups that violate this rule are liable for union fines and must be p

MAP
MIDAMERICA
PRODUCTIONS

Choral Concert-Only Residency

2027 Deposit, Payment, and Form Terms & Conditions (page 2/2):

Free time in NYC

MidAmerica Productions **will not be responsible** for scheduling conflicts or losses which may arise from pre-booking travel arrangements and extra-curricular activities. MidAmerica Productions encourages participants to take advantage of New York's unparalleled cultural life. However, until you have received the confirmed rehearsal schedule from MAP please do not book any non-refundable tickets for any activities (travel arrangements, shows, tours, etc.). Generally, evenings are free during the residency; these are the best times to book group Broadway show tickets, except on the concert day. You are welcome to contact Lina DiCarlo at Broadway and NYC Tours (Lina@BroadwayandNYCtours.com) for group Broadway show tickets and other entertainment options. Ms. DiCarlo has offered this service to our incoming ensembles for over 30 years.

Participant Responsibility

MidAmerica Productions shall not be liable to any individual registrant or group for any injuries, losses, or expenses suffered or incurred by any individual registrant or group arising out of or relating to your purchase of this package. All registrants and groups shall maintain appropriate and adequate general liability insurance coverage and any workmen's compensation insurance required by applicable state law. Group directors/leaders shall be responsible for the well-being and safety of the registrants in their ensembles. If not already covered by medical insurance, registrants and their group directors are strongly advised to obtain adequate travel medical insurance for all registrants in the ensemble covering the duration of their travel. All participants in the package must undertake at their own expense to comply with all dress and health requirements of governmental entities as well as the venues where the performance and other events are being held. It is the responsibility of all persons participating as performers to arrive on time and be fully prepared for all rehearsals as well as the performance. Should these parameters not be met, MidAmerica retains the right to disallow those individuals from participating in the rehearsal and/or performance. This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without regard to the conflicts of law principles thereof. The parties consent to the exclusive jurisdiction of the courts within the County and State of New York with respect to any dispute arising out of this agreement. All performers and non-performers as well as their concert and cruise guests give MidAmerica Productions permission to take their photo and video within the confines of this package, and to use their performance for marketing purposes indefinitely.

Force Majeure

If the specified hall is unavailable for your performance due to "acts of God" (force majeure), MidAmerica Productions reserves the right to move this concert to another concert location within New York City or to reschedule it to the following year. Acts of God (force majeure) shall include any unexpected act or circumstance that prevents or impedes MAP from performing one or more of its contractual obligations if such impediment to MAP's performance is beyond MAP's reasonable control and the effects of such impediment cannot reasonably have been avoided or overcome by MAP. For purposes of this provision, Acts of God shall include, but are not limited to: a) war (whether declared or not), hostilities, act of foreign enemies, b) civil war, riot, rebellion and revolution, act of terrorism, sabotage or piracy; c) currency and trade restriction, embargo, sanction; d) act of authority whether lawful or unlawful, compliance with any law or governmental order, expropriation, seizure of works, requisition, nationalization; e) plague, epidemic (including a recurrence of COVID-19 pandemic), natural disaster or extreme natural event; f) explosion, fire, destruction of equipment, prolonged break-down of transport, telecommunication, information system or energy; g) and general labor disturbance.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The 2027–2032 Capital Facilities Plan Draft was reviewed by the board on August 19, 2026. The draft plan has been shared with local jurisdictions, and publish to the Department of Ecology SEPA Register on September 2nd. No comments have been received at this time.

The updated six-year plan establishes facility needs to accommodate projected growth and includes revised student generation rates. In addition, the plan revises the school impact fee calculation methodology, transitioning from a single family/multi-family model to a bedroom-count structure pursuant to Pierce County code requirements.

The Capital Facilities Plan is shared with the Town of Steilacoom, the City of DuPont, and Pierce County for incorporation into their respective Comprehensive Plans to ensure school capacity is evaluated alongside future growth.

RECOMMENDED ACTION:

The Superintendent recommends adoption of the District's 2027–2032 Six-Year Capital Facilities Plan.

Report prepared by: Shae Emery, Director of Operations

CAPITAL FACILITIES PLAN

2027- 2032

September 2026



Steilacoom Historical School
District No. 1
511 Chambers Street
Steilacoom, WA 98388
(253) 983-2200

Board of Directors

Patrick Lewis
Cody Balogh
Loujanna Rohrer
Samuel Scott
Melanie Tinsley

Dr. Kathi Weight, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

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STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BUILDING SITES

ADMINISTRATIVE OFFICE
511 CHAMBERS STREET
STEILACOOM, WA 98388
WEBSITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE 511 Chambers Street Steilacoom, WA 98388	(253) 983-2200 (253) 584-7198 (fax)	**Kathi Weight – Superintendent** **Gwen Miller – Executive Asst. to Superintendent**
CHERRYDALE PRIMARY SCHOOL 1201 Galloway Steilacoom, WA 98388	(253) 983-2500 (253) 583-8478 (fax)	**Christine Firth - Principal** **Jessica Rady - Office Coordinator**
CHLOE CLARK ELEMENTARY SCHOOL 1700 Palisades Blvd DuPont, WA 98327	(253) 583-7100 (253) 964-0935 (fax)	**Loretta Duncan - Principal** **DeAnn Thysens- Office Coordinator**
SALTAR'S POINT ELEMENTARY SCHOOL 908 Third Street Steilacoom, WA 98388	(253) 983-2600 (253) 581-9083 (fax)	**Alex Clauson - Principal** **Barbara Giannetti– Office Coordinator**
ANDERSON ISLAND ELEMENTARY SCHOOL 13005 Camus Road Anderson Island, WA 98303	(253) 884-4901 (253) 884-7835 (fax)	**Mike Miller - Principal** **Dana Ballou - Secretary**
PIONEER MIDDLE SCHOOL 1750 Bob's Hollow Lane DuPont, WA 98327	(253) 583-7200 (253) 583-7292 (fax)	**JoAnne Fernandes- Principal** **Claudia Duenas - Office Coordinator**
STEILACOOM HIGH SCHOOL 54 Sentinel Drive Steilacoom, WA 98388	(253) 983-2300 (253) 983-2393 (fax)	**Hayley Hathaway - Principal** **Stefani James - Office Coordinator**
Maintenance Center 1117 Diggs Street Steilacoom, WA 98388	(253)584-7241 (253)582-5826 (fax)	**Benjamin Forbush, Operations Supervisor** **Sheila Murphy, Department Specialist**

TAB 1 INTRODUCTION

The Steilacoom Historical School District No. 1 (SHSD) has prepared this Capital Facilities Plan (CFP) to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years (2027-2032). The CFP is intended to be shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the 2027-2032 planning period;
- The new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, the school impact fee calculations based on the capacity projects necessary to address growth needs.

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

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

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

- An inventory of the existing schools, support facilities and properties owned by Steilacoom Historical School District No.1;
- An enrollment history and projection for the 2010-2032 time frame;
- An identification of the District's current "level of service" with respect to capital facilities;
- A forecast of the District's need for new construction, modernization, and new construction-in-lieu-of modernization; and

- A plan that will finance the proposed construction projects within projected funding capacities and clearly identify sources of public money for such purposes. The CFP is designed to support school impact fees authorized and collected on behalf of the District by Pierce County and the cities of DuPont and Steilacoom.

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

TAB 1 DISTRICT STATEMENTS AND CORE VALUES

DISTRICT VISION STATEMENT

"The best education for every student."

DISTRICT MISSION STATEMENT

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

DISTRICT CORE VALUES

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

Collaboration
We practice purposeful, professional, student-centered collaboration.

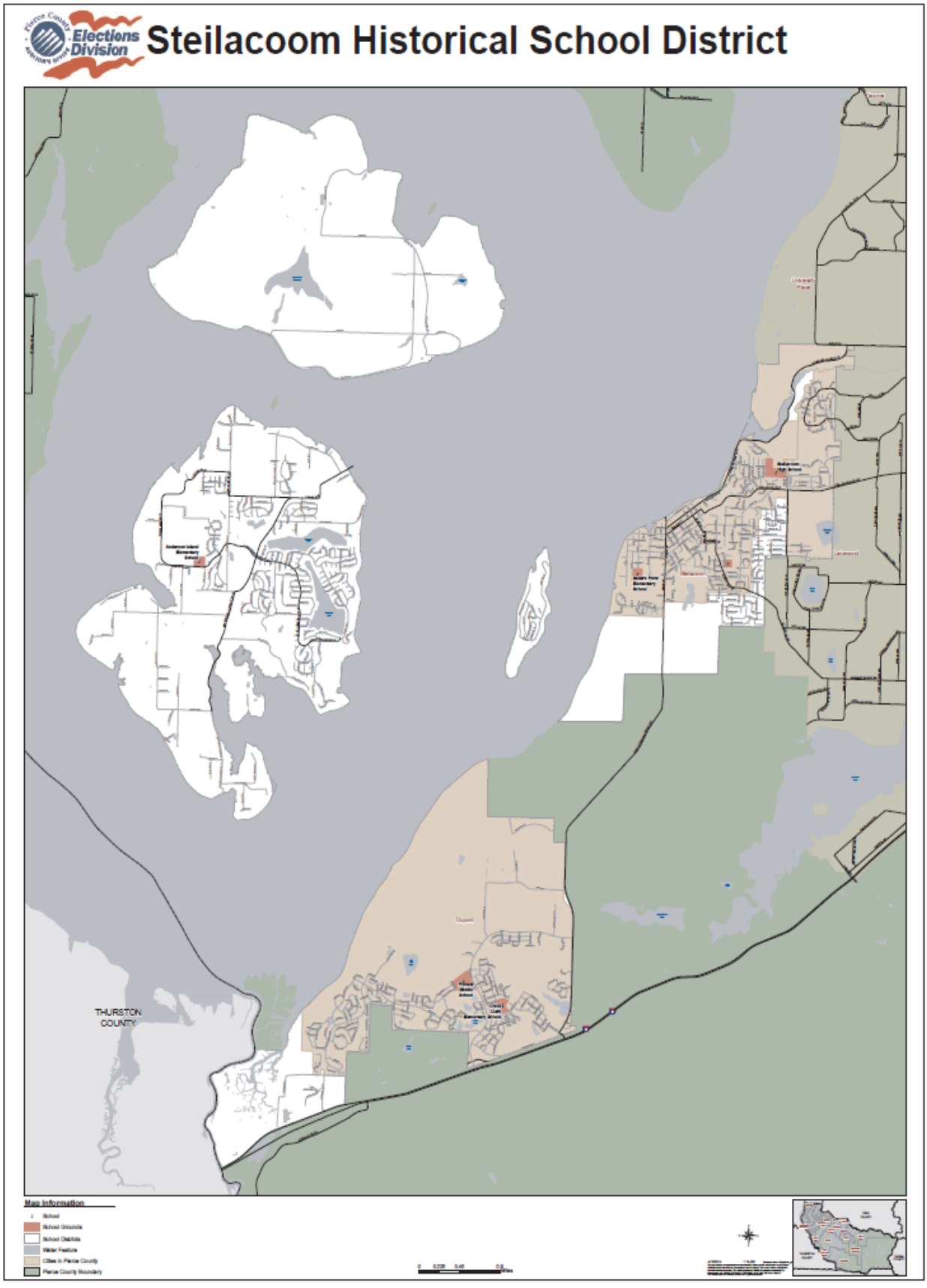
Climate
We ensure a positive, respectful and safe learning climate, responsive to students' individual needs.

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

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

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

TAB 1 DISTRICT MAP



TAB II LOCATION AND DESCRIPTION OF SCHOOL FACILITIES

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

2026 Steilacoom Historical School District Facility Inventory			
School	Location	Grades	Square Footage
Anderson Island ES	Anderson Island	K-3 and pre-K	5,144
Cherrydale Primary	Steilacoom	K-3 and pre-K	42,083
Saltar's Point ES	Steilacoom	4-5 (all district)	55,235
Chloe Clark ES	DuPont	K-3 and pre-K	59,333
Pioneer Middle School	DuPont	6-8 (all district)	103,128
Steilacoom High School	Steilacoom	9-12 (all district)	133,374
Total Sites - 6		Total Square Footage	398,297

TAB II HISTORY OF FACILITIES

1. School District Building Data

Date	Building	Cost	Location
1851	Log Building	Unknown	Main & Commercial
1858	First Public School	$450 Contributions/Partial Payment	Starling & Frederick
1892	Second Public School	$10,000.00	Chambers & Sequalish
1916-17	Third Public School	$15,000.00	Chambers & Sequalish
1952	All Purpose School	$133,953.00	Chambers & Nisqually
1962	Cherrydale School	$183,597.00	Galloway and C
1966	Cherrydale Addition	$175,646.00	Galloway and C
1968	Pioneer Addition	$405,422.00	Chambers & Nisqually
1969	Silver Beach Site	$42,000.00	**SOLD**
1972	Saltar's Point School	$605,860.00	Third & Beech
1976	Oakbrook Site	$42,500.00	**SOLD**
	Consolidation with Anderson Island and DuPont School Districts		
1979	Acquisition of Laughbon Jr./Sr. High School; Anderson Island and Harriet Taylor schools		
1981	Steilacoom High School	$12 million	Sentinel Drive
1986	District Office	$100,000	Steilacoom, WA
2000	Chloe Clark Elementary	$1.7 million	Palisade Boulevard
2006	Chloe Clark Elementary School Addition/Modernization	$6.0 million	DuPont, WA
2007	Anderson Island Elementary New Multipurpose Room	$951,460	Anderson Island, WA
2008	New Pioneer Middle School	$34.0 million	DuPont, WA
2008-2009	Steilacoom HS Addition /Modernization	$27.0 million	Steilacoom, WA
2011	Pioneer Middle School Classroom Air Conditioning	$461,967	DuPont, WA
2012	Saltar's Point Modular Classrooms	$724,000	Steilacoom, WA
2015	Remodel of SHS Classrooms	$710,972	Steilacoom, WA
2021	Maintenance Site Acquisition	$700,000	Steilacoom, WA
2022	Maintenance Center Addition	$2.2 million	Steilacoom, WA
2022	Elementary #5 Site Acquisition	$4.8 million	DuPont, WA
2026	Old Fort Lake Site (pending)	$5 million	Dupont, WA

2. Land/Parcel Holdings and Disposition

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

In July 2022, the Board approved the purchase of a 10-acre elementary school site in the City of DuPont located on McNeil Street adjacent to Marshall Circle. This is one of two sites the District is currently evaluating for a potential future elementary site. The timing of this expansion is subject to the successful passage of a bond proposition.

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

In December 2025, the Board approved a School Mitigation Agreement securing the future acquisition of a 10.02-acre school site (Parcel SD) located within the Old Fort Lake development in the City of DuPont. This site was identified to mitigate the impacts of planned residential growth, as a second potential site to construct a future elementary school. The timing of this construction is subject to the successful passage of a bond proposition.

3. History of Capital Facility Planning and Construction

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

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

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

Instead, the old Steilacoom School serving as Pioneer Middle School underwent an extensive retro-fit to make the building earthquake safe. In addition, the cafeteria was remodeled and enlarged and the gymnasium floor was replaced. The results of that retro-fit were

demonstrated during the February 28, 2001 earthquake. A portion of Proposition #1, or $2,003,000, was designated for technology—computers, software and related equipment.

Following approval of the 1997 Capital Facilities Bond, plans were started for work on Cherrydale Primary School, Saltar's Point Elementary School, and Anderson Island Elementary School. To accommodate school-age students in the DuPont community, ground was broken in fall 2000 for a new elementary school. Chloe Clark Elementary School was dedicated in August 2001 and 180 students were enrolled for the following school year.

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

The 2005 bond projects included:

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

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

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

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

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

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

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

- Built an elementary school in DuPont, addressing capacity issues at all elementary schools within the district;
- Constructed an expanded performing arts center at the high school;
- Provided an additional athletic field and a covered stadium at the high school;
- Increased facility capacity at the middle and high school;
- Improved traffic safety and flow at all schools; and
- Addressed ongoing facility safety and security needs for students.

Voters narrowly defeated the bond measure in February 2023 and again in April 2023. The board intends to re-engage the community in broad based process prior to placing another bond issue on the ballot. In November 2023, voters approved a capital and technology levy to address some of the more emergent capital needs that could be funded through a levy without a significant increase in the overall tax rate within the district. This was followed in February 2026 by the community's approval of a four-year capital and technology levy, providing continued funding for essential facility improvements and technology upgrades through 2030.

4. Future Capital Facility Plans

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

A significant factor in the District's projected enrollment growth is the Old Fort Lake Subarea development in DuPont. This project, which transitioned to active development following a recorded Mitigation Agreement in December 2025, includes a projected build-out of 2,750 to 4,000 housing units. While initial estimates suggested a rapid build-out, current coordination with city planning staff and demographic analysis suggest a phased implementation over a 10 to 20-year period.

To address emergent facility needs, the community approved a four-year capital and technology levy in February 2026. This funding provides for essential maintenance and two specific capacity projects: a gymnasium expansion at Steilacoom High School and an elementary multi-purpose room expansion.

For long-term capacity, the Board envisions the need for a new K-5 elementary school in DuPont to be funded by a future bond. The District is currently evaluating two potential sites: the 10-acre McNeil Street site purchased in 2022 and the 10.02-acre 'Parcel SD' acquired via the 2025 Old Fort Lake Mitigation Agreement. The optimal location will be determined by infrastructure readiness and the geographic concentration of growth.

Following committee recommendations, the District will monitor enrollment trends and intends to wait until at least 2028 before placing a bond proposition before voters. This ensures that the construction of new permanent capacity aligns accurately with the first major phase of

residential occupancy, which is projected for the late 2020s or early 2030s. In the interim, the District will consider modular classrooms at existing sites to manage growth.

TAB II PARCEL SUMMARY BY LOCATION

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

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

School/Facility/Parcel Description	Address City	Pierce County Tax ID parcel #	Approximate acreage	Notes
Steilacoom High School	54 Sentinel Steilacoom	7615000681	32.50	With two easements from DSHS. 13.50 acres were purchased north of the HS in late 2010
Pioneer Middle School	1750 Bob's Hollow Lane DuPont	0119263011	20.00	
Old Pioneer Middle School Site	511 Chambers Steilacoom	2305000600	3.26	Converted into administrative building in 2014
Saltar's Point Elementary School	908 3rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Cherrydale Primary School	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011; parcel 0219052047 was sold in 2012
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Camas Rd Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office Annex	510 Chambers St Steilacoom	2305000651	0.20	
Vacant Undeveloped Parcel	Sentinel Drive Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Manchester Place DuPont	3001000010-3001000050	14.71	Purchased in 2012 Surplus and under contract
Vacant Undeveloped Parcel	McNeil Street DuPont	0119341006	10.0	Purchased in 2022; With sewer easement
Maintenance Facility	Diggs St, Steilacoom	3510000140	3.7	Purchased in 2021
Vacant Undeveloped Parcel (Pending)	Old Fort Lake (Parcel SD)	TBD (Parcel SD)	10.02	Mitigation Agreement (2025); Survey recorded March 2026

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

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

Using in-school building headcount enrollment figures, the District's elementary school enrollment (grades K-5) grew from 966 students in 2003 to 1269 students in 2025. During that same period, grades 6-8 student enrollment grew from 529 students to 755 students in 2025. Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 928 students in 2025.

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

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

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

2. ENROLLMENT AND PROJECTIONS

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

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

The District is using a modified cohort survival projection for purposes of this Capital Facilities Plan. The cohort projection was prepared by a consultant and considers historic growth trends, future building plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. The modified cohort survival rates provide projections that balance between achieving recency and stability.

The District engaged an outside demographer to conduct a demographic study for the 2027-2032 Capital Facilities Plan update. This demographic study used a cohort survival model with adjustments for new housing. There were several alternative forecasts provided and the District is relying on the demographer's preferred forecast in the report. The preferred forecast is based on birth counts, birth forecasts, grade level enrollment trends, and assumptions about the number of students likely to be added from new home construction over time. For purposes of the modified cohort survival projection, the demographer's preferred forecast uses a six-year average of continuing grades to balance the cohort projections between periods of decline and increase.

The housing component of the forecast assumes that the District will see a substantial number of new housing unites added over the next decade. Most of this is related to a project in the Old Fort Lake Subarea in the City of DuPont – which alone is expected to add about 3,000 units between 2027 and 2035.

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

The following tables provide the District's historical enrollment data and the projections by grade level through the 2032-33 school year.

HISTORICAL STUDENT ENROLLMENT 2010-2025
ACTUAL HEADCOUNT ENROLLMENTS ON OCTOBER 1st*

GRADES	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
K**	206	217	244	255	212	237	233	247	238	248	199	233	216	175	173	219
1st Grade	224	223	231	234	256	223	263	242	245	269	238	226	248	219	179	179
2nd Grade	240	255	234	214	229	271	215	256	237	261	253	244	226	225	220	191
3rd Grade	241	242	249	227	207	243	267	220	258	248	236	258	230	223	232	218
4th Grade	214	257	263	238	196	206	219	264	226	248	228	232	252	218	226	226
5th Grade	234	244	246	264	252	208	216	228	262	223	221	232	233	240	213	235
6th Grade	221	253	241	265	268	269	247	239	239	299	230	239	225	256	263	247
7th Grade	227	238	261	236	247	277	280	242	249	247	273	236	255	243	247	252
8th Grade	227	248	230	266	228	253	280	277	231	261	242	272	240	245	254	257
9th Grade	205	242	226	224	247	231	255	278	291	232	240	240	263	237	245	255
10th Grade	223	201	225	221	217	258	231	262	268	298	222	245	236	268	232	243
11th Grade	219	223	204	226	212	215	238	173	231	251	245	194	231	208	247	224
12th Grade	159	179	189	190	208	200	196	190	162	193	218	219	178	199	179	206
Total Enrollment	**2,840**	**3,022**	**3,043**	**3,060**	**2,979**	**3,091**	**3,140**	**3,118**	**3,137**	**3,278**	**3,045**	**3,068**	**3,033**	**2,956**	**2,910**	**2,952**

*Reflects in-person instruction only except for 2020 COVID 19 Remote Learning enrollment.
**Earlier years converted to full-day K for purposes of comparison with enrollment projections.

ENROLLMENT HEADCOUNT BY GRADE SPAN

Enrollment by Grade Span	Oct. 2025	Projected Enrollment Oct 2026	Projected Enrollment Oct 2027	Projected Enrollment Oct 2028	Projected Enrollment Oct 2029	Projected Enrollment Oct 2030	Projected Enrollment Oct 2031	Projected Enrollment Oct 2032	Projected Enrollment Oct 2033
Elementary (K-5)	1269	1,216	1,258	1,296	1,360	1,432	1,478	1,493	1,505
Middle School (6-8)	755	749	748	774	751	741	750	814	865
High School (9-12)	928	910	964	975	986	1,013	1,015	1,004	996
TOTAL	**2,952**	**2,875**	**2,971**	**3,045**	**3,098**	**3,185**	**3,243**	**3,311**	**3,366**

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

TAB IV LEVEL OF SERVICE

1. INTRODUCTION

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

2. DEFINITION

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

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. For example, State requirements related to full day kindergarten and reduced class sizes impact the level of service. In addition, traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education – resource and self-contained, special education 18-21-year-old transitional program, Multi-Language Learner (MLL), Title I, Learning Assistance Program (LAP), music education, highly capable, special education preschool, computer labs, career and technical education, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. For example, the District currently has approximately 502 students (approximately 16.3% of its total student population) participating in Special Education Programs.

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

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

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

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

3. SUMMARY

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

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

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

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

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

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

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

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

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

Facility	Area (SF)	Teaching Stations**	Existing Capacity (Based on Service Standards)	Actual October 2025 Enrollment	Projected Oct 2031 Enrollment
Steilacoom High School	133,374	41	1,025	928	1,015
Pioneer Middle School	103,128	31	775	755	750
Mainland Elementary Schools*	156,651	60	1,200	1,257	1,462
Anderson Island Elementary	11,366	2	40	12	16
Total Elementary	168,017	62	1,220	1,269	1,478
Total Secondary	236,502	72	1,800	1,683	1,765

*Does not include modular classroom capacity.
**Regular classroom use only.

School District Cost Per Student*

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

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

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

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

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

TAB V THE DISTRICT'S CONSTRUCTION PLAN

1. INTRODUCTION

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

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

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

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

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

Based on the information reviewed, the committee recommended the District consider a Capital Projects Levy to address emergent needs. In February 2026, voters approved this four-year levy to fund essential maintenance, a high school gymnasium expansion, and an elementary multi-purpose room expansion.

The committee also recommended the District wait until at least 2028 before placing a bond issue before voters. This allows the District to monitor enrollment trends related to the Old Fort Lake development and ensures the timing of a future bond-funded elementary school aligns with student housing needs in the late 2020s or early 2030s.

2. THE NEW CONSTRUCTION PROGRAM

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

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

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

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

3. SUMMARY

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

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

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

TAB VI THE DISTRICT'S FINANCE PLAN

1. INTRODUCTION

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

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

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

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

2. COST FACTORS

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

1. The per acre cost of school sites will vary considerably from district to district. In general, the more urban the district tends to be, the costlier the school sites.

2. The acreage of available property and the use ability of acreage will not always match the preferred school site sizes.

3. The proximity of needed utilities (i.e., water, sewer, electricity, etc.) and roadways to a new school site are oftentimes a significant cost variable.

4. The nature of the instructional programs housed in school facilities drastically impact the cost of those facilities. The square foot cost of senior high schools is almost always higher than elementary and middle schools. The square footage costs of middle schools are usually higher than elementary schools. Specialized facilities for Vocational and Special Education programs can also increase construction costs.

5. The posture of the local governmental planning agencies (i.e., City or County) will affect such items as off-site street improvements, landscaping, street signaling, and signage, etc.

6. The "bidding climate" at the time a new school project comes on line is terribly important. Normally, the less construction work available the more competitive the general contractors become and vise-versa.

7. The experiences and competence of the lowest bidding and general contractor and their major subcontractors can also impact the final cost of any new school project.

8. The State's "funding assistance percentage", as determined in accordance with the formula set forth in RCW 28A.525.166, establishes the relationship between the local and state funding of any new school construction project.

9. The enrollment projection provisions of the State's "space allocations" determine just how much area of a new school facility will be eligible for State School Construction Funding Assistance. Building a new school (i.e., elementary, middle, senior high) without full "unhoused" eligibility increases the amount of local funds that have to go into a project.

10. The State funding assistance formula also impacts the level of state financial assistance. See WAC 392-343-060.

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

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

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

3. FUNDING SOURCES

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

1. The Capital Projects fund is used for purposes such as: (a) to finance the purchase and development of school sites; (b) the construction of new facilities and the modernization of existing facilities; and (c) the purchase of initial equipment, library books and textbooks for new facilities. Revenues accruing to the Capital Project Fund come primarily from bond sale proceeds, capital levy collections, and state matching funds. However, Revenues from the General Fund, the sale of property and contributions can also be accrued to the Capital Projects Fund. School impact fees and mitigation fees are maintained in segregated accounts.

2. The Debt Service Fund is used as a mechanism to pay for bonds. When a bond issue passes, a school district sells bonds that have a face value and an interest rate. Local property taxes are adjusted to provide the funds necessary to meet the approved periodic payments on sold bonds. The proceeds from the taxes collected for this purpose are deposited in the Debt Service Fund and drawn out for payments at the appropriate times.

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

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

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

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

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

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), has determined that Steilacoom School District's 2026 funding assistance ratio is 51.64% for those expenses that are defined as eligible for state funding assistance. However, the District's planned elementary school capacity project in this six-year plan are not anticipated to qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation. The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2026 is $399.38 per square foot.

The formula for determining the amount of state matching support can be expressed as AxBxC=D, where

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

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

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

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

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

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

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

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

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

For purposes of this year's CFP, the District updated its student generation rates to align with the recently adopted Pierce County Ordinance O2026-531 designed to implement Engrossed Second Substitute Senate Bill 5258 (2023) requiring impact fees to be calculated using bedroom count, square footage, or traffic counts. Data for purposes of these rates came directly from Pierce County based upon County records of residential permits issued throughout the District in the last five years. The District used enrolled student addresses to match with this data in order to derive the student generation rate. The District will revisit student generation rates in future updates to the Capital Facilities Plan.

The Student Factors are as follows:

Studio & 1 Bed:

Elementary – K through 5:	.00
Middle School – 6 through 8:	.14
High School – 9 through 12:	.14
Total:	**.29**

2 Bed and 3 Bed (<1500 sqft):

Elementary – K through 5:	.04
Middle School – 6 through 8:	.02
High School – 9 through 12:	.00
Total:	**.06**

3 Bed (>1500 sqft):

Elementary – K through 5:	.10
Middle School – 6 through 8:	.07
High School – 9 through 12:	.15
Total:	**.32**

4+ Bed:

Elementary – K through 5:	.11
Middle School – 6 through 8:	.03
High School – 9 through 12:	.20
Total:	**.32**

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

Furthermore, developers may contribute, at no cost, properties which will have value to a district. In such cases, the developer is entitled to a credit for the actual cost of the provided property. This credit can reduce or eliminate the mitigation or impact fee that would be chargeable under the mitigation/impact fee calculation.

The District collects school impact fees from new residential development in unincorporated Pierce County, the Town of Steilacoom, and the City of DuPont. Accessory Dwelling Units (ADU) will be assessed at 50% of the applicable residential rate. The District also does not intend that school impact fees be collected from residential units in communities that are restricted to ages 55 and over as these units typically do not generate students to the school system.

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

The District impact fees are calculated for all units using the fee categories and related student generation rate methodology as established in Pierce County Ordinance O2026-531, which uses dwelling units distinctions based on bedroom count. The Town of Steilacoom and City of DuPont generally use the District's recommended fee as a basis for the fee amount.

The District will make decisions regarding any future adjustment to the impact fee as the CFP is updated annually.

Enclosures 1 through 2 to this tab include the District's 2026 impact fee calculations and data for use in 2027-2032.

5. THE DISTRICT FUNDING PLAN

The District's Funding Plan is designed to identify the specific funding resources, the amounts of funding needed and the unique relationships that exist between funding sources for each of the capital projects set forth in the District's Construction Plan. The District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the new elementary school will cost approximately $64,000,000 (hard construction costs only). The District's voters will need to approve a bond measure to fund construction of the new school. Impact fee revenue will also be used to fund the planning and construction of any new school or additions to existing schools identified as growth related projects. Impact fees may also be used to fund portable facilities needed for interim growth-related capacity.

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

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



Steilacoom Historical School District
Six Year Capital Facilities Plan (Assumes Successful Bond Measure and Property Sale)

	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	6 Year Totals
New Elementary School	$ -	$ -	$ -	$ 2,000,000	$ 48,000,000	$ 30,000,000	$ 80,000,000
High School Stadium Project					$ 2,000,000		$ 2,000,000
Performing Arts Center					$ 35,000		$ 35,000
JROTC Program					$ 2,000,000		$ 2,000,000
High School Gymnasium Expansion	$ 7,000,000						$ 7,000,000
Saltars Point Multi-Purpose Expansion			7000000				$ 7,000,000
Districtwide Technology Upgrades	$ 1,000,000	$ 1,000,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 4,000,000
Districtwide Building Maintenance	$ 572,500	$ 1,080,000	$ 720,000	$ 1,350,000	$ 1,000,000	$ 1,000,000	$ 5,722,500
Districtwide Site Improvements	$ 500,000	$ 60,000	$ 50,000	$ 500,000	$ 500,000	$ 5,000,000	$ 6,610,000
Districtwide Safety and Security	$ 200,000	$ 250,000	$ 500,000	$ 330,000	$ 200,000	$ 200,000	$ 1,680,000
Total Costs	**$ 9,272,500**	**$ 2,390,000**	**$ 8,770,000**	**$ 4,680,000**	**$ 54,235,000**	**$ 36,700,000**	**$ 116,047,500**
Beginning Balance	$ 3,119,311	$ 775,261	$ 10,215,861	$ 8,993,411	$ 10,192,261	$ 56,057,261	
State Funding				$ 2,000,000			
Property Sale		$ 4,500,000					
GF Transfer						$ 100,000	
Impact Fees	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	
Bond/Levy Proceeds	$ 6,828,450	$ 7,230,600	$ 7,447,550	$ 3,778,850	$ 100,000,000		
Total Resources	**$ 6,928,450**	**$ 11,830,600**	**$ 7,547,550**	**$ 5,878,850**	**$ 100,100,000**	**$ 200,000**	
Ending Balance	**$ 775,261**	**$ 10,215,861**	**$ 8,993,411**	**$ 10,192,261**	**$ 56,057,261**	**$ 19,557,261**	

ENCLOSURE 1 (Impact Fee Planning Factors) to TAB VI District Finance Plan

Student Factors-0-1 Bed/2-3 Bed/3 Bed/4+bed	
Elementary	.00/.04/.10/.11
Middle School	.14/.02/.07/.03
High School	.14/.00/.15/.20

Temporary Facilities Costs	
Elementary	$600,000
Middle School	$600,000
High School	$600,000

Planned Student Capacity Per Facility	
Elementary	475
Middle School	600
High School	1,200

Permanent/Temporary Square Footage	
Elementary	161,795/1,927
Middle School	103,128
High School	133,374
Total	398,297/1,927

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

State Funding Assistance
Rate: 51.64% (high school eligible)

Construction Cost Allocation $399.38

Site Cost per Acre	
Elementary	$480,000
Middle School	N/A
High School	N/A

Gen. Obligation Bond Interest Rate
Bond Buyer Index (Feb. 2026 avg)
4.77%

New Facility Construction Cost
Elementary (475) $80,000,000

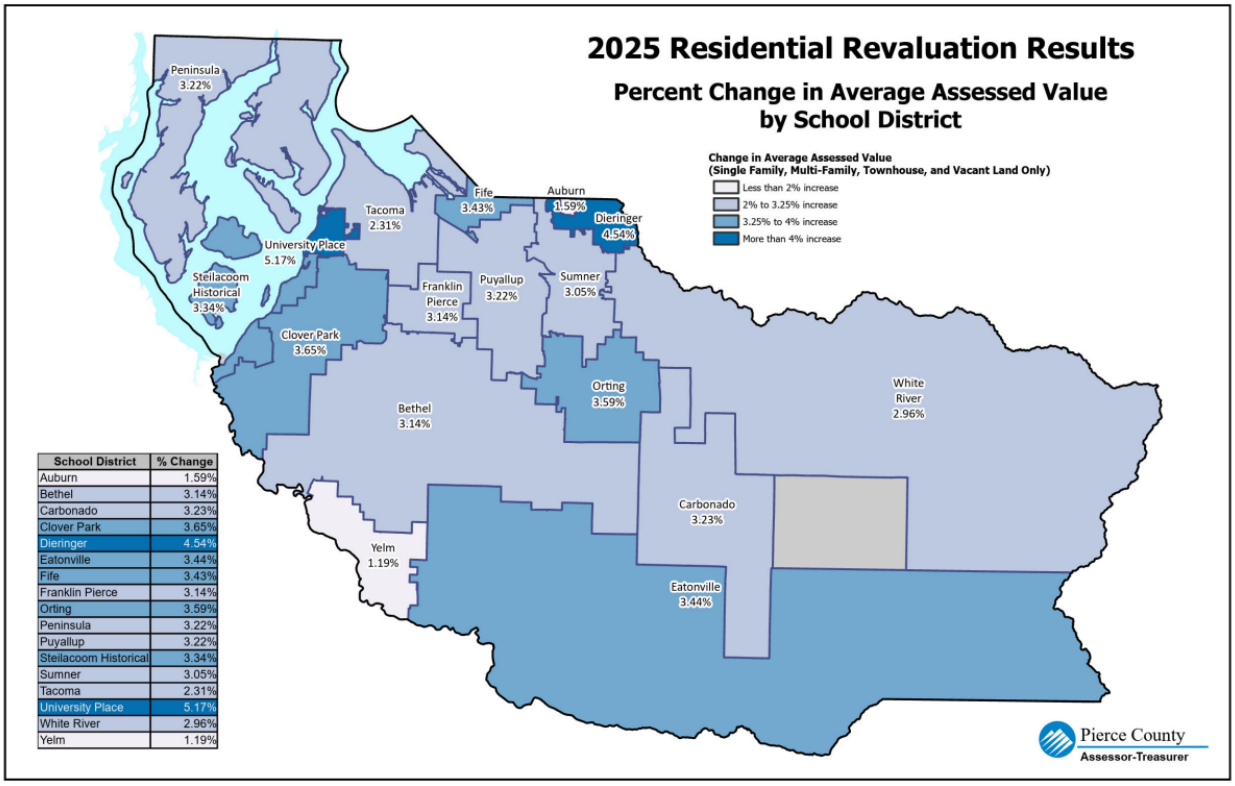
Assumed District Debt Service Tax Rate
Current $/1,000 $1.20

SPI Square Footage per Student	
Elementary (K-5)	90
Middle School (6-8)	108
High School (9-12)	130
Special Education	144

Average Assessed Value	
Studio & 1 Bed	$371,779
2-3 Bed (<1500 sq ft)	$433,465
3 Bed (>1500 sq ft)	$582,701
4+ Bed	$670,670

P.C. Assessor-Treasurer

Average Assessed Value Percentage Changes by School District



School District	% Change
Auburn	1.59%
Bethel	3.14%
Carbonado	3.23%
Clover Park	3.65%
Dieringer	4.54%
Eatonville	3.44%
Fife	3.43%
Franklin Pierce	3.14%
Orting	3.59%
Peninsula	3.22%
Puyallup	3.22%
Steilacoom Historical	3.34%
Sumner	3.05%
Tacoma	2.31%
University Place	5.17%
White River	2.96%
Yelm	1.19%

ENCLOSURE 2 (Impact Fee Bedroom Count Methodology Dwelling Unit) to TAB VI District Finance Plan

STEILACOOM HISTORICAL SCHOOL DISTRICT
SCHOOL IMPACT FEE CALCULATION
2027-2032

School Site Acquisition Cost:
((AcresxCost per Acre)/Facility Capacity)xStudent Factor

	Facility Acreage	Cost/ Acre	Facility Capacity	Student Factor Studio & 1 bed	Student Factor 2 & 3 bed (<1500sqft)	Student Factor 3 bed >1500sqft	Student Factor 4+	Cost/ Studio & 1 bed	Cost/ 2 & 3 bed (<1500sqft)	Cost/ 3 bed >1500sqft	Cost/ 4+
Elementary	10.00	$ 500,000	475	0.000	0.040	0.10	0.110	$0	$421	$ 1,052.63	$1,158
Middle	25.00	$ -	600	0.140	0.020	0.070	0.030	$0	$0	$ -	$0
High	40.00		1,200	0.140	0.000	0.150	0.200	$0	$0	$ -	$0
					TOTAL			$0	$421	$ 1,052.63	$ 1,157.89

School Construction Cost:
((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)

	%Perm/ Total Sq.Ft.	Facility Cost	Facility Capacity	Student Factor Studio & 1 bed	Student Factor 2 & 3 bed (<1500sqft)	Student Factor 3 bed >1500sqft	Student Factor 4+	Cost/ Studio & 1 bed	Cost/ 2 & 3 bed (<1500sqft)	3 bed >1500sqft	4+
Elementary	99.99%	$ 80,000,000	475	0.000	0.040	0.10	0.110	$0	$6,736	$ 16,840.42	$ 18,524.46
Middle	99.99%	$ -	1	0.140	0.020	0.070	0.030	$0	$0	$ -	$ -
High	99.99%	$ -	1	0.140	0.000	0.150	0.200	$0	$0	$ -	$ -
					TOTAL			$0	$6,736	$16,840	$18,524

Temporary Facility Cost:
((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)

	%Temp/ Total Sq.Ft.	Facility Cost	Facility Size	Student Factor Studio & 1 bed	Student Factor 2 & 3 bed (<1500sqft)	Student Factor 3 bed >1500sqft	Student Factor 4+	Cost/ Studio & 1 bed	Cost/ 2 & 3 bed (<1500sqft)	3 bed >1500sqft	4+
Elementary	100.00%	$ 600,000	40	0.000	0.040	0.10	0.110	$0	$600	$ 1,500.00	$ 1,650.000
Middle	0.01%	$ -	1	0.140	0.020	0.070	0.030	$0	$0	$ -	$ -
High	0.01%	$ -	1	0.140	0.000	0.150	0.200	$0	$0	$ -	$ -
					TOTAL			$0	$600	$1,500	$1,650

State Funding Assistance Credit:
CCA x OSPI Square Footage x Funding Assistance % x Student Factor

	Current CCA	OSPI Square Footage	District Funding %	Student Factor Studio & 1 bed	Student Factor 2 & 3 bed (<1500sqft)	Student Factor 3 bed >1500sqft	Student Factor 4+	Studio & 1 bed	2 & 3 bed (<1500sqft)	3 bed >1500sqft	4+
								SFR	Apartment		
Elementary	$ 399.38	90	0.00%	0.000	0.040	0.10	0.110	$0	$0	$ -	$ -
Junior	$ 399.38	108	0.00%	0.140	0.020	0.070	0.030	$0	$0	$ -	$ -
High	$ 399.38	130	0.00%	0.140	0.000	0.150	0.200	$0	$0	$ -	$ -
					TOTAL			$0	$0	$0	$0

Tax Payment Credit:	Studio & 1 bed	2 & 3 bed (<1500sqft)	3 bed >1500sqft	4+
Average Assessed Value	$371,779	$433,465	$582,701	$670,670
Capital Bond Interest Rate	4.77%	4.77%	4.77%	4.77%
Net Present Value of Average Dwelling	$3,484	$4,062	$5,460	$6,284
Years Amortized	10	10	10	10
Property Tax Levy Rate	$1.20	$1.20	$1.20	$1.20
Present Value of Revenue Stream	$3,484	$4,062	$5,460	$6,284

Fee Summary:	Studio & 1 bed	2 & 3 bed (<1500sqft)	3 bed >1500sqft	4+
Site Acquisition Costs	$0	$421	$ 1,052.63	$1,158
Permanent Facility Cost	$0	$6,736	$16,840	$18,524
Temporary Facility Cost	$0	$600	$1,500	$1,650
State Funding Credit	$0	$0	$0	$0
Tax Payment Credit	($3,484)	($4,062)	($5,460)	($6,284)
FEE (AS CALCULATED)	($3,484)	$3,695	$13,933	$15,048
REQUIRED LOCAL SHARE ADJUSTMENT (PER ORDINANCE)	$0	$1,848	$6,966	$7,524
DISCRETIONARY DISTRICT ADJUSTMENT (PER BOARD	$0	$0	$0	$0
Calculated FEE	$0	$1,848	$6,966	$7,524
Maximum Fee Obligation	$0	$3,000	$6,000	$10,000
FINAL FEE	$0	$1,848	$6,000	$7,524

RCW 82.02.060 was updated to require that impact fees reflect housing based on the size of the residence.

NO IMPACT FEE FOR RESIDENTIAL UNITS IN COMMUNITIES RESTRICTED TO AGE 55 AND OVER
IMPACT FEE FOR ADU TO BE ASSESSED AT 50% OF THE CALCULATED RATE

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☒ Learning

☒ Culture

☒ Systems

BACKGROUND INFORMATION

Policy 3120 Enrollment
Policy 2100 Educational Opportunities for Students with a Parent in the Military

Policies 3120 and 2100 have been revised to align with ESHB 2534, enacted during the 2026 legislative session, which updated state law to improve enrollment and school transition processes for children of military families (RCW 28A.225.216).

These revisions support educational continuity for military-connected students by providing early enrollment access and application flexibility.

Policy 2100 has also been revised for clarity, including relocating operational details to the procedure.

RECOMMENDED ACTION:

I move approval of the revisions to **Policy 3120 Enrollment** and **Policy 2100 Educational Opportunities for Students with a Parent in the Military**

Report prepared by: Susanne Beauchaine, Executive Director of HR

EDUCATIONAL OPPORTUNITIES FOR STUDENTS WITH A PARENT IN THE MILITARY

The board recognizes that the children with a parent in the military encounter unique educational and emotional challenges related to enrollment, course placement, and graduation because of frequent moves and deployment of their parents. To facilitate the placement, enrollment, graduation, and provision of special services for students transferring into or out of the district because of their parents being on full-time active duty in the uniformed services of the United States, including members of the National Guard and Reserve on active duty orders, the district supports and will implement its responsibilities outlined in the *Interstate Compact on Educational Opportunity for Military Children (Compact),* as adopted by the state of Washington. ~~Uniformed services includes the Army, Navy, Air Force, Marine Corps and Coast Guard, as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration and public health services.~~

In addition to the Compact, Washington's Compulsory School Attendance and Admission law specifically addresses residency requirements ~~s~~ for children of military families. ~~for student with a parent in the military.~~
~~Eligible students are those enrolled in kindergarten through 12th grade who are children of active duty personnel, active duty personnel or veterans who have been severely injured and medically discharged and active duty personnel who die on active duty or as a result of injuries sustained on active duty for a period of one year after death. Students are not eligible for the provisions of the *Compact* if they are children of inactive National Guard or military reserves, retired personnel and veterans not included above, or U.S. Department of Defense personnel and other Federal civilian service employees and contract employees.~~

The superintendent or designee will establish procedures to ensure full compliance with the law and to facilitate communication and coordination between sending and ~~/~~receiving schools in Washington and other *Compact*-member states.

~~In addition to the Compact, Washington's Compulsory School Attendance and Admission law specifically addresses residency requirements for student with a parent in the military. The district will conditionally accept applications for enrollment and course registration, including electronic applications, when a family serving in the military is transferred to, or is pending transfer to, a military installation within the state while on active duty pursuant to official military orders.~~

~~Within fourteen days of the arrival date stated on official military documentation, the parent must provide the district with proof of residence in the district. Any of the following constitutes proof of residence in the school district: A temporary on-base billeting facility; A purchased or leased residence, or a signed purchase and sale agreement or lease agreement for a residence; or Any federal government housing or off-base military housing, including off-base military housing provided through a public-private venture~~

Legal References:	~~Chapter~~ RCW 28A.225.16 ~~RCW~~	Children of military families – Residency ~~Compulsory School Attendance and Admission~~
	RCW 28A.225.217	Children of military families – Continued enrollment in district schools
	Chapter 28A.705 RCW	Interstate compact on educational opportunity for military children
Management Resources	2026- July Issue	

Adoption Date: 8.22.13
Steilacoom Historical School District No.1
Reviewed: 5.11.16
Revised: 9.25.19

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☒ Learning

☒ Culture

☒ Systems

BACKGROUND INFORMATION

Policy 3120 Enrollment
Policy 2100 Educational Opportunities for Students with a Parent in the Military

Policies 3120 and 2100 have been revised to align with ESHB 2534, enacted during the 2026 legislative session, which updated state law to improve enrollment and school transition processes for children of military families (RCW 28A.225.216).

These revisions support educational continuity for military-connected students by providing early enrollment access and application flexibility.

Policy 2100 has also been revised for clarity, including relocating operational details to the procedure.

RECOMMENDED ACTION:

I move approval of the revisions to **Policy 3120 Enrollment** and **Policy 2100 Educational Opportunities for Students with a Parent in the Military**

Report prepared by: Susanne Beauchaine, Executive Director of HR

ENROLLMENT

The Ssuperintendent or designee will develop procedures for enrolling students, recording attendance behavior, and counseling and correcting students with attendance problems. When enrolling a student who has attended school in another school district, the parent and student will be required to briefly indicate in writing whether or not the student has:

A. Any history of placement in a special education program;
B. Any past, current or pending disciplinary actions;
C. Any history of violent behavior;
D. Adjudications or convictions described in RCW 13.04.155, which include violent offenses, sex offenses, firearm or dangerous weapon offenses, and controlled substance offenses;
E. Any unpaid fines or fees from other schools; and
F. Any health conditions affecting the student's educational needs.

The school enrolling the student will request the student's permanent record—including records of disciplinary action, history of violent behavior or behavior listed in RCW 13.04.155, attendance records, immunization records, and academic performance—from the school the student previously attended.

If a school principal receives information about adjudications or convictions described in RCW 13.04.155, then he or she will follow the procedure described in Policy 3143 – Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm.

The district will require students or their parents to provide proof of residency within the district, such as copies of phone and water bills or lease agreements. The district will not require proof of residency or any other information regarding an address for any student who is eligible by reason of age for the services of the district if the student does not have a legal residence. For students who meet the definition of homeless, the district will immediately enroll the student, including while any enrollment dispute is pending (see Policy 3115 – Students Experiencing Homelessness - Enrollment Rights and Services).

The district will not inquire into a student's citizenship or immigration status or that of his/her parents or guardians.

The district will conditionally accept applications, including electronic applications, for enrollment and course registration for a student of a military family who, as a result of being on active duty, having been called to active duty, or having been notified of an impending order to active duty, transferred to, or is pending transfer to, a military installation within Washington or

a borderingthe state (see Policy 2100 – Educational Opportunities for Students with a Parent in the Military).

The request for enrollment may be made by the student, parent or guardian.

Since accurate enrollment and attendance records are essential both to obtain state financial reimbursement and to fulfill the district's responsibilities under the attendance laws, the district will be diligent in maintaining such records.

Cross Reference:	Policy 2255	Alternative Learning Experience Programs
	Policy 2100	Educational Opportunities for Students with a Parent in the Military
	Policy 3115	Students Experiencing Homelessness - Enrollment Rights and Services
	Policy 3143	Notification and Dissemination of Information about Student Offenses and Notification of Threats of Violence or Harm

Legal References:	RCW 28A.225.215	Enrollment of children without legal residences
	RCW 28A.225.216	Children of military families - Residency
	RCW 28A.225.330	Enrolling Students from other districts — Requests for information and permanent records - Withheld transcripts - Immunity from liability - Notification to teachers and security personnel - Rules
	WAC 392-121-106	Definitions — enrolled student
	WAC 392-121-108	Definitions - Enrollment exclusions
	WAC 392-121-122	Definitions —Full-time equivalent students
	WAC 392-121-182	Alternative learning experience requirements
	WAC 392-169-022	Running start student — definition

Management Resources:

2026 - July Issue
2020 August Issue

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 10.26.11; 7.24.14; 9.25.19; 10.28.20

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

Policy 3124 Removal/Release of Students During School Hours
Policy 3242 Closed Campus

Policy 3124 is revised to incorporate Policy 3242 – Closed Campus.
The revisions also provide greater clarity on how the policy applies to different roles.
Revisions will also be made to the procedure.

Policy 3242 is Retired.

RECOMMENDED ACTION:

Per Director Rohrer's request, **Policy 3124 Removal and Release of Students During School Hours and Policy 3242 Closed Campus** will be moved to a second reading.

Report prepared by: Susanne Beauchaine, Executive Director of HR

REMOVAL/RELEASE OF STUDENT DURING SCHOOL HOURS

The board recognizes its responsibility for the proper care of students during school hours. Students will not be removed from school grounds, any school building or school function during school hours except by a person authorized according to district procedures. ~~Before a student is removed or excused, the person seeking to remove the student must present to the satisfaction of the superintendent or principal evidence of his/her proper authority to remove the student. A teacher should not excuse a student from class to confer with anyone unless the request is approved by the principal.~~ The superintendent is authorized and directed to establish procedures governing~~for~~ the removal or release of students~~a student~~ during school hours, consistent with state law and the regulations of the Office of Superintendent of Public Instructions.

Students will remain on school grounds from the time of arrival until the close of the school day unless officially excused in accordance with district policy and procedures.

No student may be removed from school grounds, any school building, or any school-sponsored activity during school hours except by a person authorized by the student's parent or legal guardian, or as otherwise permitted by law and district procedures. An individual seeking to remove the student must present evidence of proper authority satisfactory to the superintendent, principal, or their designee. School staff will not remove, cause to be removed, or allow a student to be removed from school grounds without such authorization, except as permitted under state law.

A teacher will will not excuse a student from class to meet with any nonemployee unless the request has been approved by the principal or their designee.

-

Prior to sending a student ~~to his/her~~ home due to~~for~~ illness, disciplinary action,~~discipline~~ or other~~a~~ corrective action, the principal or designee will attempt to contact~~reach~~ the student's parent or guardian to inform them~~him/her~~ of the school's action and ~~to~~ request that they~~he/she~~ come to the school for the student~~child~~. If the parent or guardian ~~principal~~ cannot be reached~~reach the parent~~, the student will remain at school until the close of the school day, unless an emergency or other lawful exception applies.

~~.~~A student may be released to a law enforcement officer or other authorized officials when required or permitted by law and in accordance with the district policy and procedures.

Management Resources:

2026 - July Issue

Cross Reference: Policy 3126 Child Custody

	Policy 3418	~~Emergency Treatment~~Response to Student Injury or Illness
	Policy 4200	Parent Access and Safe and Orderly Learning Environment
	Policy 4310	District Relationship with Law Enforcement and other Government Agencies
Legal Reference:	RCW 28A.605.010	Removing child from school grounds during school hours
	WAC 392-400-455	Suspensions and expulsion – notice to student and parents

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 3.12.14

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

Policy 3124 Removal/Release of Students During School Hours
Policy 3242 Closed Campus

Policy 3124 is revised to incorporate Policy 3242 – Closed Campus.
The revisions also provide greater clarity on how the policy applies to different roles.
Revisions will also be made to the procedure.

Policy 3242 is Retired.

RECOMMENDED ACTION:

Per Director Rohrer's request, **Policy 3124 Removal and Release of Students During School Hours and Policy 3242 Closed Campus** will be moved to a second reading.

Report prepared by: Susanne Beauchaine, Executive Director of HR

~~CLOSED CAMPUS~~

~~Students shall remain on school grounds from time of arrival until close of school unless officially excused. Senior students meeting criteria set forth in Policy No.3243, Student Driving, may earn the privilege of leaving campus during the lunch period.~~

~~Cross Reference: Policy 3243 Student Driving & Bicycles~~

~~Adoption Date: 2.27.08~~
~~Steilacoom Historical School District No. 1~~
~~Revised: 5.11.11~~

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

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BACKGROUND INFORMATION

Policy 5280 Separation from Employment

Policy 5280 is revised to reflect House Bill 2264. The new law allows employees who voluntarily separate as part of a district-initiated layoff or reduction in force to remain eligible for unemployment benefits, unlike a typical resignation. The procedure will also be updated.

RECOMMENDED ACTION:

The Superintendent recommends approval of the revisions to Policy 5280 Separation from Employment.

Report prepared by: Susanne Beauchaine, Executive Director of HR

SEPARATION FROM EMPLOYMENT

Certificated Staff

Under Washington law the superintendent has the authority to issue an appropriate notice of probable cause for discharge or nonrenewal to any certificated staff member. A notice of probable cause for discharge will include notice of any appeal rights the employee may have and notice of the appeal processes.

Classified Staff

The board will consider the superintendent's recommendation regarding the discharge of a classified staff member, and render a decision regarding the discharge. A notice of discharge will include notice of any appeal rights the employee may have and notice of the appeal processes.

A. Certificated Staff Member Release from Contract

Upon request, a certificated staff member may be released from contract under the following conditions:

1. A letter requesting release will be submitted to the superintendent's office. If accepted by the board, the staff member may be released from contract.
2. A release from contract may be granted by the board to allow a staff member to accept another position prior to or during the school year provided a satisfactory replacement can be obtained.
3. A release from contract may be granted by the board in case of illness or other personal matters which make it a substantial hardship for the staff member to continue his/her employment in the district.
4. Each request will be reviewed and a decision rendered based on the totality of the circumstances. The needs of the district and continuity of the educational program offered to students will receive primary consideration in the board's decision.

B. Resignation

In order to permit proper staff planning and to minimize inconvenience to others who may be affected, certificated staff who plan to resign at the end of their contract period are requested to notify the superintendent of their resignation or retirement by April 1.

Those staff who are not contractually obligated to complete the current school year should notify the superintendent as early as possible of their intent to resign and no less than 30 days prior to their last working day.

C. Retirement

Staff will participate in the retirement programs under the Federal Social Security Act and the Washington State Teachers' Retirement System or the Public Employees' Retirement System.

Payroll deductions will be made and paid into the respective retirement programs in the manner prescribed by law.

Staff who become eligible to retire under the controlling retirement system and who intend to retire at the end of the current school year should notify the superintendent prior to April 1st of that year.

Those staff intending to retire who are not contractually obligated to complete the current school year should notify the superintendent as early as possible and no less than 30 days prior to their retirement date.

D. Program and Staff Reductions

The board of directors determines the educational and operational programs for the district. Program and staff reductions may be required as a direct result of many factors, including but not limited to enrollment decline, programmatic needs or interests, a change in staffing needs, failure of a special levy election or other events resulting in a significant reduction in revenue; increase in costs, and/or termination or reduction of funding of categorically-funded projects. The board will review appropriate information and based on administrative recommendations identify those educational programs and services which will be reduced, modified or eliminated.

Staff whose positions are impacted by a board-approved layoff or reduction in force may be permitted, at the district's discretion, to voluntarily separate from employment pursuant to the approved plan. Any such voluntary separation must be accepted in writing by the district and implemented in accordance with applicable law, board policy and collective bargaining agreements.

The district does not make determinations regarding employee eligibility for unemployment benefits. Eligibility for unemployment benefits is determined solely by the appropriate state agency pursuant to applicable law.

Cross References:	Policy 5006	Certification Revocation
	Policy 5240	Evaluation of Staff
	Policy 5281	Disciplinary Action and Discharge

Legal References:	RCW 28A.400.300	Hiring and Discharging Employees — Leaves for employees — Seniority and leave benefits, retention upon transfers between schools
	28A.400.320	Mandatory termination of classified employees
	28A.400.340	Notice of discharge to contain notice of right to appeal if available
	28A.405.100	Minimum criteria for the evaluation of certificated employees – Revised four-level evaluation systems for classroom teachers and principals-Procedures-Steering committee—Models—Implementation--Reports

	28A.405.140	Assistance for teacher may be required after evaluation
	28A.405.210	Conditions and contracts of employment — Determination of probable cause for non-renewal of contracts — Notice — Opportunity for hearing
	28A.405.220	Conditions and contracts of employment — Non-renewal of provisional employees — Procedure
	28A.405.300	Adverse change in contract status of certificated employee — Determination of probable cause — Notice — Opportunity for hearing
	28A.405.310	Adverse change in contract status of certificated employee, including non-renewal of contract — Hearings — Procedure
	28A.405.470	Mandatory termination of certified employees
	28A.410.090	Revocation of authority to teach
	41.32.240	Membership in system
	41.33.020 (6)	Terms and provisions of plan
	41.40.023	Membership
	41.41	State Employees' Retirement — Federal Social Security
	WAC 181-86	Policies and procedures for administration of certification proceedings
	WAC 181-87	Acts of Unprofessional Conduct
	WAC 392-191	School Personnel—Evaluation of the Professional Performance Capabilities
Management Resources:	July 2026	
	December 2015	
	February 2014	
	February 2013	

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 11.3.10, 4.10.13; 2.10.16; 9.17.25

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: September 16, 2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

Policy 5406 Leave Sharing

Policy 5406 is revised to align with House Bill 2411, which expands the shared leave program to include employees who are victims of a hate crime or who need leave because they or a family member are involved in certain immigration enforcement or immigration-related legal proceedings. The procedure will also be updated.

RECOMMENDED ACTION:

The Superintendent recommends approval of the revisions to Policy 5406 Leave Sharing.

Report prepared by: Susanne Beauchaine, Executive Director of HR

LEAVE SHARING

The district will establish and administer a leave sharing program throughplan in which eligible employees may donate excess leave for use by an eligible recipient who is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment, or physical or mental condition; who is a victim of domestic violence, sexual assault, a hate crime, or stalking; who is sick or temporally disabled because of pregnancy disability; who is on parental leave; or who has been called to service in the uniform services or a fellow state employee whose absence from work is due to the involvement of the employee or employee's relative or household member in an immigration enforcement action.

Such a program is intended to extend leave benefits to an eligible recipient who otherwise would have to take leave without pay or terminate his or her employment.

The superintendent or designee is directed to develop a procedure for administeringadminister the leave sharing programplan in a manner consistent with state law and applicable collective bargaining agreements.

Cross References:	Policy 5021	Conflicts Between Policy and Bargaining Agreements
Legal References:	RCW 28A.400.380	Leave sharing program
	RCW 41.04.650-665	Leave sharing program – Intent
	WAC 392-126-004	104 Finance
	WAC 392-136A	Finance shared leave
Management Resources:	2026 – July Issue	
	2018 – May Issue	
	2017 – *Policy News,* December Issue	
	2010 – *Policy News,* October Issue	
	October 2004 *Policy News*	Revisions to the State Leave Sharing Program
	Policy News, August 1999	Staff may share personal holiday

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 07.10.12; 12.13.17; 9.17.25

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: 09/16/2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The July 2026 issue of WSSDA Policy and Legal News included updates to the following Management Support (6000 series) policy and/or procedure.

6020-System of Funds and Accounts: updated language in the Transportation Vehicle Fund section per recent legislation regarding fund surpluses and modernized fund functionality.

RECOMMENDED ACTION:

Approve changes to Board Policy 6020 – System of Funds and Accounts

Report prepared by: Sarah Jahn, CFO

SYSTEM OF FUNDS AND ACCOUNTS

Funds
The district will maintain a system of funds with the county treasurer in accordance with state law and the accounting manual approved by the State Superintendent of Public Instruction. Below is a description of the district's system of funds.

General Fund
The General Fund (GF) is financed primarily from local taxes, state support funds, federal grants, and local receipts. These revenues are used specifically for financing the ordinary and legally authorized operations of the district for all grades. The GF includes money that has been segregated for the purpose of carrying on specific activities including, but not limited to, the basic and special education programs. The GF is managed in accordance with special regulations, restrictions, and limitations. The GF constitutes an independent fiscal and accounting entity.

As a part of its GF, the district has a local revenue subfund to account for the district's operations that are paid for with local revenues.

The following local revenues will be deposited in the district's local revenue subfund:

- Enrichment levies and transportation levies collected under RCW 82.52.053;
- Local assistance funding received under chapter RCW 28A.500 RCW; and
- Other local revenues such as, but not limited to, grants, donations, and state and federal payment in lieu of taxes, or local revenues that operate as an offset to the district's basic education allocation under RCW 28A.150.250.

The district will track expenditures from the subfund to account for the expenditures based on each of the streams of revenue described above.

Capital Projects Fund
The Capital Projects Fund (CPF) contains:

- Proceeds from the sale of voted bonds (unlimited tax general obligation bonds) and non-voted bonds (limited general obligation bonds),
- State of Washington financing assistance (state matching money),
- Transfers from the district's basic education allotment
- The proceeds of special levies earmarked for building purposes,
- Earnings from capital projects fund investments, growth management impact fees, state environmental protection act mitigation payments**,** and
- Rental or lease proceeds and proceeds from the sale of property.

The district may use proceeds from the sale of voted bonds, including the interest earnings thereof, for capital purposes including, but not limited to, the following purposes:

- Funding outstanding indebtedness or bonds already issued;
- Purchasing sites for buildings, playgrounds, physical education, and athletic facilities;
- Erecting buildings and furnishing those buildings with the necessary furniture, apparatuses, and equipment;
- Improving the energy efficiency of the district's buildings and/or installing systems and components to utilize renewable and/or inexhaustible energy resources;
- Making major or minor structural changes and structural additions to buildings, structures, facilities, and sites necessary or proper to carry out the functions of the district; and
- Paying for an installment purchase contract for school plant facilities or a financing lease, the term of which is ten years or longer and that contains an option by the district to purchase the leased property for nominal consideration, but only to the extent such payment constitutes a capital expenditure.

All other money deposited into the CPF may be used for the purposes described above and the following purposes:

- Making major renovations to and replacing facilities and systems where periodical repairs are no longer economical or to extend the useful life of the facility or system beyond its original planned useful life, including but not limited to replacing or refurbishing roofs, exterior walls, windows, heating and ventilating systems, floor covering in classrooms and public common areas, and electrical and plumbing systems;
- Renovating and rehabilitating playfields, athletic fields, and other district real property;
- Conducting preliminary energy audits and energy audits of district buildings and making energy capital improvements that are identified as being cost-effective in the audits;
- Purchasing or installing additional major items of equipment and furniture;
- Paying the costs associated with implementing technology systems, facilities, and projects—including acquiring hardware licenses, licensing software, and online applications—and paying the costs associated with training related to the installation of such systems, facilities, and projects;
- Paying the costs associated with the application and modernization of technology systems for operations and instruction—including, but not limited to, the ongoing fees for online applications, subscriptions, or software licenses, including upgrades and incidental services—and paying for ongoing training related to the installation and integration of such products and services (to the extent funds are used for this purpose, the district will transfer the portion of the capital project funds used to the district's GF); and
- Repairing major equipment, painting facilities, and performing other preventative maintenance (to the extend funds are used for this purpose, the district will transfer the portion of the capital project funds used to the district's GF).

After holding a public hearing, the board may determine by resolution to use any money from the sale of voted bonds and investment earnings thereon remaining after the authorized capital improvements have been completed to acquire, construct, install, equip and make other capital improvements to the district's facilities or to retire and/or defease a portion of voted bonds.

Investment earnings derived from other sources in the CPF should be retained in the CPF and used for statutorily authorized purposes. The district may transfer investment earnings in the CPF that

have not been derived from voted bond proceeds to a different fund if the earnings are used only for instructional supplies, equipment, or capital outlay purposes. The superintendent or designee should consult the board and appropriate district staff prior to altering the use of voted bond proceeds and transferring investment earnings out of the CPF.

Debt Service Fund
The money in the Debt Service Fund (DSF) is used to pay for the principal of and interest on outstanding voted and non-voted bonds. Disbursements are made by the county treasurer by means of treasurer's checks. Provision will be made annually for the making of a levy sufficient to meet the annual payments of principal and semiannual payments of interest. The district may transfer surplus investment earnings from the DSF to any other district fund as long as such earnings are spent only for instructional supplies, equipment, or capital outlay purposes. The district may transfer such investment earnings to other district funds unless the resolution authorizing the voted bonds requires investment earnings to remain in the DSF to secure payment of voted bonds, thereby reducing future tax collections and the corresponding tax levy rate. The superintendent or designee should consult with the board and appropriate staff prior to transferring interest earnings out of the DSF.

Non-voted bonds are required to be repaid from the district's DSF, rather than the fund that actually received the non-voted bond proceeds. As a result, to pay the principal of and interest on the non-voted bond, an operating transfer must be used from the CPF (or other fund) to the DSF. The district should create a separate account within the DSF to repay the non-voted bond. The district should internally segregate the money pledged to repay the non-voted bond from any excess property taxes deposited in the DSF for the repayment of voted bonds.

Prior to the issuance of a non-voted bond, the superintendent or a designee will review the repayment process with the board and the county treasurer. The proceeds from the sale of real property may be placed in the DSF or CPF, except for the amount required to be expended for the costs associated with the sale of such property.

Associated Student Body Program Fund
The board is responsible for the protection and control of student body financial resources just as it is for other public funds placed in its custody. The financial resources of the Associated Student Body Program Fund (ASB Fund) are for the benefit of students. Student involvement in the decision-making processes related to the use of this money is an integral part of the associated student body, except that the board may delegate the authority to a staff member to act as the associated student body for any school that does not contain a grade higher than grade six.

Money in the ASB Fund is public money and may not be used to support or oppose any political candidate or ballot measure. Money raised by students through recognized student body organizations will be deposited in and disbursed from the fund maintained by the county treasurer. The ASB Fund is subject to management and accounting procedures that are similar to those required for all other district moneys. ASB constitutions will provide for participation by ASB representatives in the decisions to budget for and disburse ASB Fund money. Private non-associated student body fund moneys raised for scholarships, student exchanges, and charitable purposes will be held in trust by the district.

Transportation Vehicle Fund
The transportation vehicle fund (TVF) includes, but is not limited to, deposits identified in RCW 28A.160.130.~~:~~

~~The proceeds from the sale of transportation vehicles;~~
~~Lease, rental, or occasional use of surplus buses;~~
~~Depreciation reimbursement for district-owned buses;~~
~~Proceeds of TVF levies;~~
~~Optional transfers from the GF; and~~
~~Investment funds coming from the TVF.~~

The TVF may be used to purchase school buses; to pay for major repairs to school buses; to complete a feasibility plan to transition from gas or diesel school buses to electric or zero emission school buses; to purchase, install, and repair electric school bus charging stations and other zero emission school bus fueling stations and for other costs necessary for station installation; and to convert or repower existing gas or diesel school buses to electric or zero emission school buses.

Generally, the district may not transfer funds or make temporary interfund loans from the TVF to any other fund of the district. However, there are several exceptions:

- Money may be transferred from the TVF to the DSF exclusively for the payment of debt and interest associated with purchase agreements for school buses, including lease purchase agreements.
- If, due to changing student populations or transportation needs, the district chooses to reduce its overall fleet of student transportation vehicles by forgoing vehicle replacement, the district may petition OSPI for permission to transfer depreciation payments and earned interest from a fully depreciated vehicle to another fund for alternative use.
- If the district is in binding conditions pursuant to RCW 28A.505.110 or under enhanced financial oversight pursuant to RCW 28A.315.221, it may take a temporary interfund loan from the TVF subject to the conditions described in RCW 28A.320.340.
- If the district is under enhanced financial oversight pursuant to RCW 28A.315.221, it may petition OSPI to transfer money from the TVF to another school fund. If the district has taken a temporary interfund loan from the TVF under RCW 28A.320.340, the petition may include a request to convert the temporary interfund loan to a permanent transfer of funds with no requirement for repayment.

Bank Accounts
The district will maintain a system of bank accounts as follows:

- A district depository and/or transmittal bank account;
- An associated student body imprest bank account for each school having an associated student body organization approved by the board; and
- Petty cash accounts in such numbers as are necessary to meet the petty cash needs of the schools and divisions of the district.

The board may authorize the establishment of such accounts. Each petty cash account will be approved by the board. A custodian will be appointed for these accounts who will be independent of

invoice processing, check signing, general accounting and cash receipts functions. If this separation of functions is not feasible, another employee who is independent of those functions will be responsible for reviewing the management of each account.

Cross References:	Policy 6030	Financial Reports
	Policy 3510	Associated Student Bodies
	Policy 6100	Revenues from Local, State and Federal Sources

Legal References:	~~Wash.Const., Article VII, § 2~~	~~Voted bond proceeds and capital levy proceeds — Uses~~
	RCW 28A.160.130	Transportation vehicle fund – Deposits in – Use – Rules for establishment and use
	RCW 28A.245.100	Minor repair and maintenance capital accounts
	RCW 28A.320.320	Investment of funds of district
	RCW 28A.320.330	School funds enumerated — Deposits — Uses
	RCW 28A.325.010	Fees for optional noncredit extra curricular events Disposition
	RCW 28A.325.020	Associated student bodies — Powers and responsibilities affecting
	RCW 28A.325.030	Associated student body program fund – Fund-raising activities – Nonassociated student body program fund moneys
	RCW 28A.335.060	Surplus school property – Rental, lease or use of – disposition of moneys received from
	RCW 28A.505.140	Rules and regulations for budgetary procedures — Review when superintendent [SPI] determines budget irregularity — Revised budget, state

	board's financial plan until adoption
RCW 28A.530.010	Purposes for use of voted bond proceeds
RCW 28A.530.020	Bond issuance — Election — Resolution to specify purposes
RCW 28A.530.080	Additional authority to contract indebtedness
~~RCW 42.17.130~~	~~Use of public office or agency facilities in campaigns — Prohibition — Exceptions~~
RCW 29B.45.010	Use of public office or agency facilities in campaigns – Prohibition - Exceptions
RCW 43.09.200	Division of municipal corporations — Uniform system of accounting
RCW 43.09.210	Division of municipal corporations — Separate accounts for each fund or activity
RCW 84.52.053	Levies by school districts authorized — When — Procedure
RCW 84.52.056	Excess levies for capital purposes authorized
WAC 392-123	Finance — School District Budgeting
WAC 392-138	Finance — ASB Moneys
WAC 392-142-255	Deposit of payments in the transportation vehicle fund
WAC 392-142-260	Allowable use of the transportation vehicle fund
State Auditor Bulletin #301, IIIE, Petty Cash	

Management Resources: ~~2019 – March Policy Issue~~2026 – July Issue

2023 – July Issue

2019 – March Policy Issue

2017 – July Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 9.24.14; 1.25.18; 06.26.19; 08.22.23, 09.16.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: 09/16/2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The July 2026 issue of WSSDA Policy and Legal News included updates to the following Management Support (6000 series) policy and/or procedure.

6100/6100P– Revenues from Local, State, and Federal Sources: retired 6100P because the language is redundant to the policy, modernized references to Native Americans.

RECOMMENDED ACTION:

Approve changes to Board Policy 6100 – Revenues from Local, State and Federal Sources

Report prepared by: Sarah Jahn, CFO

REVENUES FROM LOCAL, STATE AND FEDERAL SOURCES

Policy Statement

The district will manage and expend revenues from local, state, and federal sources in compliance with applicable state and federal requirements, ensuring transparency, audit readiness, and alignment with the state's program of basic education.

Revenues from Local Resources
~~*Use of Local Revenues for Enrichment*~~

Pursuant to RCW 28A.150.276, ~~A~~all local revenues will be used only for documented and demonstrated enrichment of the state's program of basic education.

Local revenues include the following:

- Enrichment levies collected under RCW 84.52.053;
- Local effort assistance funding received under chapter 28A.500 RCW; and
- Other local revenues such as, but not limited to, grants, donations, state and federal payments in lieu of taxes, or any local revenues that operate as an offset to the district's basic education allocation under RCW 28A.150.250.

Enrichment of the state's program of basic education includes supplementing the following:

- The minimum instructional offerings of RCW 28A.150.220 or 28A.150.260;
- The staffing ratios or program components of RCW 28A.150.260, including providing additional staff for class size reduction beyond class sizes allocated in the prototypical school model and additional staff beyond the staffing ratios allocated in the prototypical school formula;
- The program components of RCW 28A.150.200, 28A.150.220, or 28A.150.260; or
- The program of professional learning as defined by RCW 28A.415.430 beyond that allocated pursuant to RCW 28A.150.415.

The district can pay for the following with local revenues:

- Extracurricular activities;
- Extended school days;
- An extended school year;
- Additional course offerings beyond the minimum instructional program established in the state's statutory program of basic education;
- Activities associated with early learning programs;
- Any additional salary costs attributable to the provision or administration of permitted enrichment activities; and
- Additional activities or enhancements that the office of the superintendent of public instruction determines to be documented and demonstrated enrichment and for which the superintendent approves proposed expenditures during the preballot approval process required by RCW 84.52.053 and 28A.505.240.

Enrichment Levies

As necessary, the district will consider requesting voter approval of an enrichment levy. Such a levy will be for an amount permitted by law. The board will solicit advice from staff and community members prior to establishing the amount and purposes of the levy. The levy will be presented by program and expenditure in the district's annual descriptive guide for community members as required by law. OSPI must approve the district's expenditure plan for the enrichment levy before the district can submit the levy to the voters.

Response to Audit Findings on the Use of Local Revenues

As part of the state auditor's regular financial audit, it will review the district's expenditures to ensure they are in compliance with RCW 28A.150.21~~7~~6, the statute that limits the district's use of local revenues to supplementing the state's basic education program.

Within 30 days of receiving the auditor's findings, the board will hold a public hearing to review the findings.

Revenues From State Resources
The responsibility for financing public education in Washington falls primarily upon the state. To provide educational services beyond the levels possible under the basic education allocation, the district must depend upon state and federal special purpose funding programs and grants or excess property tax levies approved by district voters.

The state provides special purpose appropriations for programs of transportation, for children requiring special education services and for other programs required as part of its basic education obligation, required by statute or budget proviso, or as it otherwise deems appropriate to assist schools.

The superintendent or designee is authorized to apply for optional state grants when it is deemed to be in the best interest of the district and it is determined that the benefits of accepting the grant outweigh the costs. For grants that exceed $250,000 per fiscal year, the board will be provided a report describing the benefits and the costs associated with accepting the grant prior to final acceptance of the grant.

Revenues From The Federal Government
The objective of the board is to provide the best educational services possible within resources available to the district. Federal grants and programs may provide helpful financial resources towards pursuing that objective. The superintendent or designee is authorized to apply for optional federal grants when it is deemed to be in the best interest of the district and it is determined that the benefits of accepting the grant outweigh the costs. For grants that exceed $250,000 per fiscal year, the board will be provided a report describing the benefits and the costs associated with accepting the grant prior to final acceptance of the grant.

The district will comply with all applicable federal and state requirements that may be a condition to receipt of federal funds including, but not limited to:

1. Maintenance of fiscal records that show the receipt and disposition of federal funds;

2. Provision for eligible private school students to participate in programs and/or services designed for the educationally disadvantaged as well as other programs that are supported by federal funds;

3. Provision for testing to identify target students as well as to measure program results; and

4. Provision for staff and parent involvement, program planning, budget development and program evaluation.

The district also agrees to comply with Title I~~I~~ requirements pertaining to the implementation of internal controls for travel, contracted services, training, and capital outlay purchases and expenditures. The following controls are established for the Title I program:

1. All Title I funded purchases and expenditures will be directly related to allowable Title I activities and services that are necessary to carry out the objectives of the current program effectively, and for the benefit of eligible participants;
2. Title I purchases and expenditures will be restricted to those incurred by persons with direct Title I duties and responsibilities and/or that benefit only eligible Title I participants;
3. Title I funded in-service trainings will be directly related to specific Title I program activities and provided only to persons with Title I program responsibilities and duties; and
4. Appropriate documentation of all Title I purchases and expenditures incurred will be maintained for accountability and audit purposes.

The district further assures that a district-wide salary schedule is in effect and that the staff are assigned equitably among schools. Instructional material will also be distributed equitably among all schools. The board grants authority to directors and staff to participate in the development of any state and/or federal regulations deemed to be necessary for the implementation of federally-funded programs.

Federal Impact Funds

Federal impact funds are provided to the district as a supplement to taxes and other revenue sources. State appropriated funds and local taxes contribute to the development and implementation of a basic education program for all students enrolled in the district. The district gives assurance that tribes and parents of ~~Indian~~ "Native American children" (as defined in 34 C.F.R § 222.90 as "Indian children") with the opportunity to make recommendations regarding the needs of their children and will be involved in the planning and development of the basic education program, including those educational programs and services to be provided with federal impact funds. Native American ~~Indian~~ students will have the equal opportunity to participate in the district's program with other students.

Recognizing that the board is the ultimate authority in defining the educational program of the district, the superintendent or designee will establish procedures to assure the involvement of the tribes and parents of ~~Indian~~ Native American students in the development of the basic education

program, including the education services to be provided with federal impact funds and the participation of ~~Indian~~ Native American children in the program on an equal basis. The superintendent or designee will provide opportunities for parents and members of the tribal council to suggest if any policy and/or procedure changes as well as program changes are necessary to better serve the needs of Native American~~the Indian~~ students.

The district will review its policy annually to ensure it complies with and is implemented in accordance with 34 CFR § 222.94. If the district determines, after input from the tribe and parents of Native American children, that its policy does not meet the requirements of this regulation, the district will amend its policy to conform to those requirements within 90 days of its determination. If the district amends its policy, it will, within 30 days, send a copy of the amended policy to (i) the Impact Aid Program Director for approval; and (ii) the affected tribe or tribes.

Cross References:	Policy 6020	System of Funds and Accounts

Legal References:	RCW 28A.300.070	Receipt of federal funds for school purposes – Superintendent of public instruction to administer
	28A.150.230	District school directors' responsibilities
	28A.150.250	Annual basic education allocation full funding
	84.52.0531	Levies by school districts – Maximum dollar amount for maintenance and operation support – Restrictions – Maximum levy percentage – Levy reduction funds – Rules.
	WAC 180-16	State Support of Public Schools
	Public Law 81-874 Impact Aid	

Management Resources:	~~2019 – March 2019 – March Policy Issue~~2026 – July Issue
	2019 – July Issue
	2019 – March 2019 – March Policy Issue
	2018 – June Policy Alert
	2017 – July Issue

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised Dates: 02.06; 12.11; 10.22.14; 2.28.18; 10.24.18; 06.26.19; 11.16.22, 09.16.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: 09/16/2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The July 2026 issue of WSSDA Policy and Legal News included updates to the following Management Support (6000 series) policy and/or procedure.

6530 – Insurance: clarification of eligibility of unemployment benefits and expansion of the list of district-related persons that may expose the district to liability.

RECOMMENDED ACTION:

Approve changes to Board Policy 6530 – Insurance.

Report prepared by: Sarah Jahn, CFO

INSURANCE

All insurance programs of the district will be managed as part of the district's risk management program.

A. Liability Insurance

The district will maintain sufficient liability insurance to protect it against claims for the negligent or wrongful acts of its staff or agents. The amount and terms of such insurance protection will be reviewed annually as part of the district's risk management program.

The board will hold individual board members, administrators, staff or agents of the district harmless and defend them from any financial loss, including reasonable attorneys' fees, arising out of any act or failure to act, provided that at the time of the act or omission complained of, the individual so indemnified was acting within the scope of his/her responsibilities or employment and in compliance with the policies and procedures of the district.

The district will provide its staff with insurance protection while they are engaged in the maintenance of order and discipline and in the protection of students, other staff and property. Such insurance protection must include liability insurance covering injury to persons and property and insurance protecting staff from loss or damage of their personal property incurred while so engaged.

A member of the board of directors or the superintendent is immune from civil liability for damages for any discretionary decision or failure to make a discretionary decision within his or her official capacity. ~~, but liability will remain on the district for the tortious conduct of the board members and superintendent.~~However, the district may be held liable for damages stemming from the tortious conduct of past or present officers, employees, or volunteers performing their duties in good faith, including board members and superintendent. The superintendent will obtain errors and omissions insurance in the amounts deemed necessary by the board.

B. Property Damage Insurance

The district will maintain a comprehensive insurance program which will provide adequate coverage, as determined by the board, in the event of loss or damage to school buildings and/or equipment, including motor vehicles. Employees are expected to take reasonable precautions for the care and safety of the school equipment with which they have been entrusted and may be held responsible for damages.

C. Staff Insurance

The district will develop and maintain an effective program of insurance for its staff. Such programs may include, but are not limited to, unemployment compensation, industrial accident and/or injury insurance, liability and medical insurance.

The district may make available medical, dental, vision, liability, life, health, health care, accident, disability and salary protection or insurance, direct agreements as defined in chapter 48.150 RCW or any one of or a combination of these types of insurance and may contribute all or part of the cost of such insurance to the extent permitted by law.

D. Unemployment Insurance

The district will participate in the program lawfully available for fulfilling its unemployment insurance obligation that is most financially and administratively efficient. The unemployment compensation program will be reviewed annually by the board.

Staff eligible under the terms of the unemployment compensation pool agreement with the educational service district will be provided with the unemployment benefits to which they are entitled. Employees who leave work voluntarily will be ineligible to receive unemployment benefits unless they can show good cause for leaving. The district will maintain the records required by the state employment security department and retain them for not less than four years.

E. Workers' Compensation

The district is self-insured through a cooperative trust to provide industrial insurance benefits to employees who sustain job-related injuries or occupational diseases. This trust has been approved by the Washington State Department of Labor and Industries. Employees are protected in two ways:

1. Medical costs resulting from job related injuries or diseases are paid under a claim, and
2. Injured employees are paid a partial wage replacement while off work due to a job-related injury or disease under the claim when certified off work by their doctor.

When an employee is injured on the job and is unable to perform his or her duties as a result of an on-the-job injury or occupational disease and certified off work by a doctor, the employee may elect to use leave as follows (provided the employer does not elect to keep the employee on full salary through means other than use of accrued leave):

1. Choose unpaid leave, thus receiving only his or her entitled temporary total disability (TTD) benefits, or
2. Elect to use a full day of accumulated leave (sick, annual or other similar benefit) in addition to their entitled TTD benefits, or
3. Elect to use a proportionate share of accumulated leave to make up the difference between the workers' compensation payments and the employee's regular pay at the time of injury.

The superintendent or designee will develop procedures to assure the legal administration of workers' compensation benefits.

F. Medical Insurance

Per state law, the district will offer eligible employees all benefits offered by the School Employees Benefits Board. The district will pay the employer contributions for SEBB insurance coverage for all eligible employees and their dependents as required.

When a staff member is on leave and the staff member's accumulated paid leave has been exhausted, the district will notify the staff member that the medical insurance benefits are

exhausted and the premium is due. The district will accept the premium from the staff member and remit it to the carrier each month during the term of an approved leave of absence.

In compliance with COBRA (Consolidated Omnibus Budget Reconciliation Act), the district will offer continuing health care coverage on a self-pay basis to staff members and their dependents following termination (for reasons other than gross misconduct), a reduction in hours, retirement, death, or loss of coverage eligibility to the dependent. These health benefits will be identical to the coverages offered to full-time staff members. For terminated or reduced-hour staff members, the coverage may last up to 18 months or until they become eligible for other health insurance, whichever is earlier. In the event of the staff member's retirement, divorce, separation or death, or loss of dependent eligibility the coverage may last up to 36 months for the staff member and/or qualified beneficiary. The full policy premium plus a 2% administration fee will be paid by the staff member or the beneficiary to the district.

Cross Reference:	Policy 2151	Interscholastic Activities
	Policy 5401	Sick Leave
	Policy 6500	Risk Management
	Policy 6535	Student Insurance
	Policy 6540	School District Responsibility for Privately Owned Property

Legal Reference:	RCW 28A.320.060	Officers, employees or agents of school districts or educational service districts, insurance to protect and hold personally harmless
	28A.320.100	Actions against officers, employees or agents of school districts and educational service districts — Defense, costs, fees — Payment of obligation
	28A.335.010	School buildings, maintenance, furnishing and insuring
	28A.400.350	Liability, life, health, health care,accident, disability and salary insurance authorized — Premiums
	28A.400.370	Mandatory insurance protection for employees
	4.24.470	Liability of officials and members of governing body of public agency
	4.96.010	Tortious conduct of political sub-division — Liability for damages

41.50.160	Restoration of withdrawn contributions by annual installment
50.20.050	Disqualification for leaving work voluntarily without good cause
50.44.030(3)	~~Insurance pools~~Political subdivisions, instrumentalities of this state
50.44.050	Benefits payable, terms and conditions
51.14	Self-Insurers
51.32.090	Temporary total disability – Partial restoration of earning power – Return to availabl work – When employer continues wages – Limitations
29 U.S.C. A §§ 1161-1168	Consolidated Omnibus Budget Reconciliation Act
WAC 182-30	Procedures
WAC 182-31	Eligible school employees
WAC 296-15	Worker's compensation self-insurance

Management Resources: 2026 – July Issue
2023 – July Issue
2010 – June Issue

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 01.28.15; 11.15.23, 09.16.26

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BOARD OF DIRECTORS

Board Meeting Date: 09/16/2026

Strategic Focus Area

☐ Learning

☐ Culture

☒ Systems

BACKGROUND INFORMATION

The July 2026 issue of WSSDA Policy and Legal News included updates to the following Management Support (6000 series) policy and/or procedure.

6910 – Construction Financing: updates regarding recent legislation expanding the authority of school districts to borrow money for construction and facility improvements without a public vote with some proscriptive provisions.

RECOMMENDED ACTION:

Approve changes to Board Policy 6910 – Construction Financing.

Report prepared by: Sarah Jahn, CFO

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 or designee.

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~~through (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) and in RCW 28A.530.080(1).

To exercise the authority described above for any purpose specified in RCW 28A.530.010(3), the district must (1) have received approval from the qualified electors of the district to collect a levy to support the construction, modernization, or remodeling of school facilities as authorized under RCW 84.52.053, which must be used to fully repay the indebtedness; (2) not have been on binding conditions pursuant to RCW 28A.505.110 in the three years preceding the date of the contract; and (3) agree to delay for two years the receipt of state financial assistance for the project that the district is eligible for under RCW 28A.525.162 through RCW 28A.525.180.

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.

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.

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.320.300~~RCW 28A.320.310~~	Investment of funds, including funds received by ESD – Authority - Procedure~~Investment of building funds — Restrictions~~
	RCW 28A.320.310	Investment of building funds — Restrictions
	RCW 28A.320.320	Investment of funds of district – Service fee
	RCW 28A.320.330	School district funds

RCW 28A.320.340	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
RCW 28A.530.080	Additional authority to contract indebtedness - Notice
RCW 39.36.020	Limitation of indebtedness prescribed
WAC 392-123-180	Bond Proceeds

Management Resources: 2026 – July Issue
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