



Study Session of the Board of Directors

Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA

6/14/2017 06:00 PM

1. CALL TO ORDER

(Action)

- a. Pledge of Allegiance
- b. Roll Call
- c. Approval of Agenda

2. TOPIC FOR BOARD DISCUSSION

a. ASB Budget and Year in Review

(Information)

Presenter: SHS Student Leaders

[School Board Presentation 2017-2018.pdf \(p. 2\)](#)

b. School Finance Committee

(Discussion)

Presenter: Jim Brittain

[School Finance Committee June 14 2017.pdf \(p. 16\)](#)

c. Long Range Capital Facility Planning-Financial Data

(Discussion)

Presenter: Jim Brittain

[LRCFP Financial Data June 14 2017.pdf \(p. 21\)](#)

d. City of DuPont Advanced Life Support Levy

(Discussion)

e. Moving Approval of Minutes to Consent Agenda

(Discussion)

3. RECESS TO EXECUTIVE SESSION

4. EXECUTIVE SESSION

(Executive Session)

per RCW 42.30.110(1)(g) to review the performance of a public employee

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

5. RETURN TO PUBLIC MEETING

6. ADJOURNMENT

(Action)

Steilacoom High School ASB Overview and Budget

2017 - 2018
Vision and Purpose



Leadership Team

- Cabinet
 - Consists of 6 elected officers
- Coordinators
 - There are 6 appointed coordinator positions
 - Video, Tech, Audit, WE Day, Assembly, and PRIDE
- Leadership Classes
 - Support the cabinet and coordinators



Senate Meetings

- Held monthly
 - Last Wednesday of the month
 - During Advisory time
- President presides over meetings
 - Following Roberts Rules' of order
 - Vice President acts as parliamentarian
- All officers present
- Clubs, Sports and Classes Present
- Constitution changes



Monitoring Budget

- Treasurer Reports
 - Shared at senate meetings
 - Reviewed by groups
- Treasurer trainings
 - Reviewing how to complete forms
 - Tracking budget expenditures
- Monthly Budget meetings



Audit Committee

- Headed by secretary and audit coordinator
- Agendas, minutes, and attendance collected monthly
 - First Wednesday of every month
- Helps to track what clubs are meeting consistently
- Tracking attendance to make sure clubs are meeting requirements

Working with Building Administration

- Calendar planning meeting
- Budget meetings
- Planning of major events
 - Homecoming
 - Veteran's Day
 - Winter Wish Week
 - Spring Fever Week

Activities

- Student Activities
 - Sports
 - Classes
 - Clubs
- Assemblies
 - Homecoming, Veteran's, Winter Wish Week, PRIDE, MLK, etc.
- Josten's
- Link Crew
- SPSLASC



ASB Budget

2017-2018

Total ASB Budget

ASB Activity	Revenues	Expenditures	Gain/Loss
General ASB	\$115,500	\$115,500	\$0
Athletics	\$63,150	\$73,300	(\$10,150)
Classes	\$29,650	\$28,000	\$1,650
Club Activites	\$304,150	\$277,600	\$26,550
Donations	\$1,500	\$1,500	\$0
Total	\$513,950	\$495,900	\$18,050

ASB Budget

2017-2018

General ASB Budget

Account Name	Beginning Fund Balance	Income	Expenses	Ending Fund Balance
General ASB	\$2,758	\$15,000	\$15,000	\$2,758
ASB Cards	\$2,046	\$32,000	\$32,000	\$2,046
Vending Machines	\$475	\$3,500	\$3,500	\$475
Gate Receipts	\$661	\$20,000	\$20,000	\$661
Athletic User Fees	\$10,785	\$45,000	\$45,000	\$10,785
Totals	\$16,724	\$115,500	\$115,500	\$16,724

ASB Budget

2017-2018

Athletics ASB Budget

Account Name	Beginning Fund Balance	Income	Expenses	Ending Fund Balance
Athletic Dept.	\$245.25	\$48,000.00	\$48,000.00	\$245
Football	\$6,000	\$8,000.00	\$12,000.00	\$2,000
Volleyball	\$1,414.72	\$2,200.00	\$3,400.00	\$215
Cross Country	\$623.56	\$2,000.00	\$2,500.00	\$124
Baseball	\$1,277.89	\$6,200.00	\$5,000.00	\$2,478
Fastpitch	\$3,718.16	\$1,500.00	\$2,000.00	\$3,218
Girls Basketball	\$4,403.34	\$3,500.00	\$3,700.00	\$4,203
Boys Basketball	\$1,556.32	\$4,500.00	\$4,500.00	\$1,556
Girls Golf	\$0.00	\$0.00	\$0.00	\$0
Boys Golf	\$1,360.59	\$750.00	\$2,000.00	\$111
Girls Soccer	\$8,383.54	\$3,000.00	\$4,500.00	\$6,884
Boys Soccer	\$3,104.31	\$2,000.00	\$2,000.00	\$3,104
Girls Swimming	\$5,440.48	\$12,100.00	\$12,100.00	\$5,440
Boys Swimming	\$4,557.14	\$7,700.00	\$12,200.00	\$57
Girls Tennis	\$451.64	\$1,200.00	\$1,200.00	\$452
Boys Tennis	\$2,077.66	\$900.00	\$2,600.00	\$378
Track	\$4,092.95	\$5,200.00	\$6,500.00	\$2,793
Wrestling	\$204.71	\$9,600.00	\$8,400.00	\$1,405
Girls Bowling	\$128.19	\$800.00	\$700.00	\$228
Athletics Totals	\$42,795.20	\$63,150.00	\$73,300.00	\$32,645

ASB Budget

2017-2018

Class ASB Budget

Account Name	Beginning Fund Balance	Income	Expenses	Ending Fund Balance
Class of 2021	\$0.00	\$2,500	\$1,000	\$1,500
Class of 2020	\$618.19	\$15,150	\$7,000	\$8,768
Class of 2019	\$882.87	\$12,000	\$7,000	\$5,883
Class of 2018	\$13,552.32	\$0	\$13,000	\$552
Class Totals	\$15,053.38	\$29,650	\$28,000	\$16,703

ASB Budget

2017-2018

Club ASB Budget

Account Name	Beginning Fund Balance	Income	Expenses	Ending Fund Balance
Art Club	\$594.37	\$4,000.00	\$1,100.00	\$3,494
Band	\$8,315.62	\$125,500.00	\$125,500.00	\$8,316
Cheerleading	\$699.43	\$40,000.00	\$35,000.00	\$5,699
Choir	\$6,413.77	\$17,000.00	\$12,000.00	\$11,414
DECA	\$37.14	\$25,000.00	\$25,000.00	\$37
Drama	\$7,189.72	\$10,000.00	\$4,000.00	\$13,190
Journalism	\$451.54	\$8,000.00	\$6,000.00	\$2,452
National Honor Soc	\$1,846.32	\$1,250.00	\$1,250.00	\$1,846
Key Club	\$6,653.14	\$16,700.00	\$15,450.00	\$7,903
Student Store	\$10,544.18	\$20,000.00	\$17,500.00	\$13,044
Yearbook	\$23,046.71	\$5,000.00	\$2,300.00	\$25,747
Leadership	\$4,151.57	\$3,500.00	\$5,500.00	\$2,152
Student 2 Student	\$2,959.76	\$1,000.00	\$600.00	\$3,360
Math Club	\$528.71	\$300.00	\$400.00	\$429
FCCLA	\$7,491.00	\$2,200.00	\$3,500.00	\$6,191
Book Club	\$1,654.80	\$500.00	\$1,500.00	\$655
FFA	\$5,055.02	\$100.00	\$1,500.00	\$3,655
Anime Club	\$611.04	\$1,000.00	\$1,500.00	\$111
Creative Writing Cl	\$142.61	\$100.00	\$150.00	\$93
SAAC	\$67.21	\$0.00	\$0.00	\$67
Youth Mentorship	\$493.97	\$0.00	\$0.00	\$494
Digital Gaming	\$154.76	\$250.00	\$250.00	\$155
SkillsUSA	\$5,237.00	\$20,000.00	\$15,000.00	\$10,237
Model UN	\$0.00	\$2,500.00	\$2,500.00	\$0
Spanish Honors Soc	\$0.00	\$250.00	\$100.00	\$150
Club Totals	\$94,339.39	\$304,150.00	\$277,600.00	\$120,889

Engaging Communities

- Positive student planned events connect the school with the community (Performing Arts, Assemblies, MLK Day, Veterans' Day, Lip Dub, in collaboration with academics and CTE)
- Honoring traditions and serving the community (WeDay, Day of Champions)
- Social Media (FB, Twitter, Instagram, Student Newspaper, YouTube, TVs)

Check out our Youtube, Newspaper, Facebook, Twitter and Instagram for updates relating to Steilacoom High School!

Click the icons to direct you to our page!



Conclusion

- For a school to flourish, all leaders, both student and adult, must be purposefully working towards a common goal and vision
- In collaboration with AWSP, the Administration, academic department and extra curricular organizations, SHS is striving to educate and prepare responsible citizens who can contribute and adapt in a changing world

Steilacoom Historical School District
School Finance Committee
June 14, 2017

The purpose of the School Finance Committee:

1. Gain an understanding of the finances and operations of the district.
2. Analyze the General Fund current year budget and actual revenues, expenditures and fund balances.
3. Discuss the other district funds: ASB, Capital Projects, Debt Service and Transportation.
4. Develop short and long term strategies on how district funds should be prioritized.
5. Assist in the development of the district 2017-2018 school year budget.
6. Assist in the communication of our budget priorities with stakeholders that you represent.

Committee Meetings Items Discussed

February 23, 2017:

- Overview of K-12 financing
- Understanding of the finances and operations of the district
- Building enrollment and capacity issues
- M&O levy, how it is used and potential levy cliff
- General Fund current and prior two year's budget and actual revenues, expenditures and fund balances
- Other funds and how they function within the district

March 23, 2017:

- Continued discussion on General Fund revenues and expenditures
- Payroll - the various payroll line items
- Future School Funding – State progress on future K-12 funding
- Transportation - contracting services (general and special education routes, activity and field trip buses) and RFP for new contract
- Technology – progress with student devices and district's overall technology improvements
- Safety and Security – work completed and future work

April 27, 2017:

- Current year expenditures - assist in the development of budget priorities
- Long-Range Capital Facility Plan – district developing a plan
- Budget priorities for 2017-2018

June 1, 2017:

- Board's financial report, budget status report and district's financial fund balance position
- Preliminary MSOC budget
- 2017-2018 budget priorities

Maintenance and Operations Levy 2019 – 2022

- State of Washington’s Legislature – no final determination on school districts’ levy authority
- District needs to request board approval (August 2017) for an amount to be on ballot for February 2018 elections
- Levy rate history:

Year	Bond Levy	Capital Project Levy	Technology Levy	Transportation Levy	M&O Levy	Total
1997	\$0.45	-	-	-	\$2.37	\$ 2.82
1998	1.67	-	-	-	2.24	\$ 3.91
1999	1.75	-	-	-	2.29	\$ 4.04
2000	1.78	-	-	-	2.55	\$ 4.33
2001	1.76	-	-	-	2.46	\$ 4.22
2002	1.70	-	-	-	2.59	\$ 4.29
2003	1.67	-	-	-	2.87	\$ 4.54
2004	1.59	-	-	-	2.88	\$ 4.47
2005	1.48	-	-	-	2.75	\$ 4.23
2006	1.37	-	-	-	2.37	\$ 3.74
2007	2.51	-	-	-	1.92	\$ 4.43
2008	1.82	-	-	-	2.25	\$ 4.07
2009	2.54	-	-	-	2.57	\$ 5.11
2010	1.98	-	-	-	2.20	\$ 4.18
2011	2.23	-	-	-	2.46	\$ 4.69
2012	2.33	-	-	-	2.62	\$ 4.95
2013	2.64	-	-	-	2.90	\$ 5.54
2014	2.60	-	-	-	2.80	\$ 5.40
2015	2.23	-	-	-	2.70	\$ 4.93
2016	2.20	-	-	-	2.66	\$ 4.86
2017	2.52	-	-	-	2.61	\$ 5.13

Board thoughts on levy amounts for 2019 – 2022:

- Use current levy authority 28.93%, 24.83%, 10% or lesser percentage?
- Determine based on levy rate – range between \$2.50 to \$3.00?

Committee 2017-2018 Budget Priorities

- Security and Safety:
 - Surveillance systems
 - Board approved upgrading systems
 - Other security measures to limit access to buildings such as buzzing into a building
 - Research to determine costs and feasibility during the 2017-2018 school year
- Technology:
 - Provide more student devices and technology for students in the classroom
 - Work towards a 1:1 student/device ratio
- Transportation:
 - Special education transportation
 - District managing own buses and drivers for special education routes
 - Additional extra-curricular activity buses
 - Support for split activity bus for Pioneer Middle School (Steilacoom/DuPont)
- Curriculum that matches state standards, especially math
- Fund club activities at the elementary such as drama club, chess club (chess sets for Cherrydale, Chloe and Saltar's) or other types of clubs

Board Questions:

- Additional thoughts on budget priorities
- Timeline on achieving priorities

The district would like to thank the committee members for their work on the district's 2017-2018 budget and recommended budget priorities.

Committee Members:

Bob Forbes – School Board Member
Gary Yoho - Chloe Clark Elementary Principal
Michael Martin – Pioneer Middle School Teacher
Amy Burgess – City of DuPont Representative
Carla Cooper-Haamid – City of DuPont Representative
Christina McDougall – Town of Steilacoom Representative
Emily Moore – City of DuPont Representative
Kyle Borne – City of DuPont Representative
Micah Wenzel – City of DuPont Representative
Patty Moore – City of DuPont Representative
Rue Beyette – City of DuPont Representative



Long-Range Capital Facility Plan 2017

Financial Data Section

Funding Considerations

The committee will take into consideration the key financial information necessary to establish the District's ability to raise funds for school and other construction projects. Working with OSPI, the District will estimate the District's School Construction Assistance (State Match) eligibility.

Areas this section will cover once the LRCFP committee determines needs are the following:

- State Construction Assistance Program (SCAP)
- Bond Debt Capacity
- Other Information

State Funding Assistance

The School Construction Assistance Program (SCAP) provides funding assistance to school districts that are undertaking a major new construction or modernization project.

Projects must meet eligibility requirements based on age and condition for modernization and a need for more space for new construction.

School districts are responsible to secure local funding for construction projects. If eligible, the State provides *partial* funding based on formulas, allowances, and costs related to certain aspects of a construction project called recognized project costs.

Steilacoom Historical School District's funding assistance percentage for recognized project costs for 2017 is currently 53.81%. The actual SCAP assistance would be determined by OSPI based on the project.

Bond Debt Funding

Bond Debt Capacity – Washington State schools are limited to a total bond debt capacity of 5% of the district's assessed valuation.

Voter-approved bonds:

- Unlimited Tax General Obligation (UTGO) Bonds
- Repaid with property taxes
- Approved with a **60% yes** vote, 40% validation
Super-majority is needed to pass a voted bond.
- Voted debt capacity is 5% of assessed value
- 40-year maximum term

Non-voted bonds:

- Limited General Obligation (LGO) Bonds
- Repaid with existing revenue sources (ex: General Fund)
- May not be used for “new” construction
- Non-voted debt capacity is 3/8 of 1% of assessed value
- Public notice required prior to selling non-voted debt

Total Debt Capacity

2017 Bond Assessed Value	\$2,815,189,376
Statutory Capacity Rate	<u>5.000%</u>
Total Statutory Capacity	\$140,759,469
Less: Outstanding Voted Debt	(\$46,960,000)
Less: Outstanding Non-Voted Debt	<u>\$0.00</u>
Remaining Capacity	<u><u>\$93,799,469</u></u>

Non-Voted Debt Capacity

2017 Bond Assessed Value	\$2,815,189,376
Statutory Capacity Rate	<u>0.375%</u>
Total Statutory Capacity	\$10,556,960
Less: Outstanding Non-Voted Debt	<u>\$0.00</u>
Remaining Capacity	<u><u>\$10,556,960</u></u>

Current Outstanding Voted Bonds

	Principal	Interest	Total
2017	\$4,130,000	\$2,132,700	\$6,262,700
Outstanding Bond Debt			
2018	\$4,940,000	\$1,961,250	\$6,901,250
2019	\$5,425,000	\$1,753,575	\$7,178,575
2020	\$5,965,000	\$1,495,825	\$7,460,825
2021	\$6,555,000	\$1,204,325	\$7,759,325
2022	\$7,385,000	\$920,475	\$8,305,475
2023	\$7,995,000	\$609,625	\$8,604,625
2024	\$8,695,000	\$217,375	\$8,912,375
Total	\$46,960,000	\$8,162,450	\$55,122,450

Note: Principal and Interest paid for fiscal year ending 2017.

Other Information

Other Funding Sources:

Capital projects levy:

- One to six-year repayment
- No interest cost
- **50%** voter approval requirement
- Straight increase on property tax rate
- Cannot be used to pay interest on non-voted debt
- Cannot be used for new construction, but can add on to existing facility.

What other financial information would be helpful for the Long-Range Capital Facility Plan?

Long-Range Capital Facility Plan Schedule

March	Facility Condition
June	Financial Data
August	Technology Data
September	School Capacity and Educational Standards
October	Enrollment and Demographics
January	Safety and Security Standards