



Regular Meeting Agenda

Steilacoom Historical School District Professional Development Center via Zoom
511 Chambers Street, Steilacoom, WA

Wednesday, March 25, 2020 07:00 PM

I. CALL TO ORDER

(Action)

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

II. REPORTS - Legislative Update

(Information)

Presenter: Sam Scott

III. CONSENT AGENDA

(Action)

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.

[Approval of Financial Reports.PDF \(p. 3\)](#)

[Approval of February and March 2020 Accounts Payable and February 2020 Payroll.PDF \(p. 14\)](#)

[Approval of February 26 2020 Regular Board Meeting Minutes.pdf \(p. 15\)](#)

[Approval of March 11 2020 Study Session Minutes.pdf \(p. 18\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 20\)](#)

[Approval of Classified Personnel Report.pdf \(p. 21\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 22\)](#)

[Approval of Administration Personnel Report.pdf \(p. 23\)](#)

[Approval of Policy 3225 School-Based Threat Assessment.pdf \(p. 24\)](#)

IV. OLD BUSINESS - Second Reading of Policy 3423 Parental Administration of Marijuana for Medical Purposes **(Action)**

Presenter: Gudrun Sullivan

[Policy 3423 Parental Administration of Marijuana for Medical Purposes.pdf \(p. 28\)](#)

V. NEW BUSINESS

A. Resolution 859-03-25-20 Certificated Staff Contracts 2020-21 School Year **(Action)**

Presenter: Susanne Beauchaine

[Resolution 859-03-25-20 Authorization to Employ Certificated Personnel for 2020-2021 School Year.pdf \(p. 32\)](#)

B. Resolution 860-03-25-20 Suspension of Policy in Emergencies **(Action)**

Presenter: Superintendent Weight

[Resolution 860-03-25-20 Emergency Suspension of Policy.pdf \(p. 37\)](#)

C. First Reading of Policy 2410 High School Graduation Requirements **(Action)**

Presenter: Paul Harvey

[Policy 2410 High School Graduation Requirements.pdf \(p. 40\)](#)

D. First Reading of Policy 2418 Waiver of High School Graduation Credits **(Action)**

Presenter: Paul Harvey

[Policy 2418 Waiver of High School Graduation Credits.pdf \(p. 43\)](#)

VI. BOARD COMMUNICATION **(Information)**

VII. ANNOUNCEMENTS **(Information)**

VIII. ADJOURNMENT **(Action)**

Steilacoom Historical School District No. 1
Financial Report - February 29, 2020
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of February 29, 2020 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	43,279,587	21,761,233	50.28%
Expenditures & Other Financing Uses	43,661,008	22,795,512	52.21%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(381,421)	(1,034,279)

Transfer to Capital Projects	(100,000)
Net Change in Unassigned Fund Balance	(1,134,279)

Fund Balances	9/1/2019	2/29/2020	Variance
Restricted for Carryover	200,000	177,137	-22,863
Committed for Other Purposes	25,369	0	-25,369
Unassigned Fund Balance	2,600,094	1,257,752	-1,342,342
Unassigned Minimum Fund Balance	2,610,000	2,610,000	0
Fund Balance	5,435,463	4,044,889	-1,390,573

Capital Projects Fund:

Fund Balance - Impact Fees \$607,958 - Turf Field Replacement \$300,000

Beginning Fund Balance		1,499,927	
GF Transfer to Capital Projects	100,000		
Revenues	81,905		
Expenses	8,191		
		173,714	
Ending Fund Balance 2/29/2020			1,673,642

	9/1/2019 Beginning Balance	2/29/2020 Ending Fund Balance	Variance
Debt Service Fund*:	3,950,862	619,331	(3,331,532)
Transportation Fund:	114,263	115,039	777
ASB Fund:	341,714	417,029	75,315

*12/1/2019 Principal and Interest - \$6,784,725; 6/1/2020 Interest payment - \$ 676,100

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 LOCAL TAXES	5,239,334	.00	2,188,600.61		3,050,733.39	41.77
2000 LOCAL SUPPORT NONTAX	909,950	70,550.15	516,844.67		393,105.33	56.80
3000 STATE, GENERAL PURPOSE	28,564,251	2,692,562.48	14,449,490.81		14,114,760.19	50.59
4000 STATE, SPECIAL PURPOSE	6,243,599	853,851.93	3,497,958.10		2,745,640.90	56.02
5000 FEDERAL, GENERAL PURPOSE	281,500	235,804.97	235,804.97		45,695.03	83.77
6000 FEDERAL, SPECIAL PURPOSE	2,038,453	160,548.93	872,534.06		1,165,918.94	42.80
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	2,500	.00	.00		2,500.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	43,279,587	4,013,318.46	21,761,233.22		21,518,353.78	50.28
<u>B. EXPENDITURES</u>						
00 Regular Instruction	24,537,988	2,052,870.50	12,648,273.16	13,210,623.38	1,320,908.54-	105.38
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,833,090	461,567.57	2,903,661.83	3,495,664.00	566,235.83-	109.71
30 Voc. Ed Instruction	2,253,471	161,209.44	1,014,033.69	1,013,287.65	226,149.66	89.96
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,076,705	86,847.90	516,454.22	584,892.04	24,641.26-	102.29
70 Other Instructional Pgms	517,692	25,090.76	285,846.93	212,707.11	19,137.96	96.30
80 Community Services	0	3,473.66	21,175.90	26,124.22	47,300.12-	0.00
90 Support Services	9,442,062	1,013,144.23	5,406,066.33	4,106,169.53	70,173.86-	100.74
<u>Total EXPENDITURES</u>	43,661,008	3,804,204.06	22,795,512.06	22,649,467.93	1,783,971.99-	104.09
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	100,000	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	481,421-	209,114.40	1,034,278.84-		552,857.84-	114.84
<u>F. TOTAL BEGINNING FUND BALANCE</u>	4,585,369		5,079,168.05			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,103,948		4,044,889.21			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	200,000	177,137.32
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	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	0	.00
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	25,369	.00
G/L 872 Committd to Econmc Stabilizatr	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	1,368,579	1,257,751.89
G/L 891 Unassigned Min Fnd Bal Policy	2,610,000	2,610,000.00
<u>TOTAL</u>	4,203,948	4,044,889.21
Differences	100,000-	.00

Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance. An activity for GL 898 will indicate an expected difference.

Exception s Found:

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	100,000	.00	81,905.37		18,094.63	81.91
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	100,000	.00	.00		100,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	200,000	.00	81,905.37		118,094.63	40.95
<u>B. EXPENDITURES</u>						
10 Sites	50,000	.00	.00	10,550.40	39,449.60	21.10
20 Buildings	800,000	.00	3,812.50	0.00	796,187.50	0.48
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	10,000	2,880.00	4,378.50	0.00	5,621.50	43.79
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	860,000	2,880.00	8,191.00	10,550.40	841,258.60	2.18
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	660,000-	2,880.00-	73,714.37		733,714.37	111.17-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	2,000,000		1,499,927.25			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	1,340,000		1,573,641.62			

I. 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	0	.00
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	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	3,812.50-
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	150,000	607,958.19
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	300,000	326,761.00
G/L 889 Assigned to Fund Purposes	890,000	642,734.93
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 1,340,000	 1,573,641.62

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	7,670,120	.00	3,449,610.16		4,220,509.84	44.97
2000 Local Support Nontax	20,000	.00	3,583.20		16,416.80	17.92
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
<u>Total REVENUES/OTHER FIN. SOURCES</u>	7,690,120	.00	3,453,193.36		4,236,926.64	44.90
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	6,000,000	.00	5,965,000.00	0.00	35,000.00	99.42
Interest On Bonds	1,500,000	.00	819,725.00	0.00	680,275.00	54.65
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	7,502,500	.00	6,784,725.00	0.00	717,775.00	90.43
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)</u>	187,620	.00	3,331,531.64-		3,519,151.64-	< 1000-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,914,157		3,950,862.47			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,101,777		619,330.83			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	4,101,777		619,330.83			
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			
<u>TOTAL</u>	4,101,777		619,330.83			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	191,000	10,433.69	110,439.15		80,560.85	57.82
2000 Athletics	169,300	5,417.30	33,821.67		135,478.33	19.98
3000 Classes	96,100	1,973.02	20,489.29		75,610.71	21.32
4000 Clubs	476,600	24,520.54	134,579.85		342,020.15	28.24
6000 Private Moneys	15,700	2,463.75	4,709.05		10,990.95	29.99
<u>Total REVENUES</u>	948,700	44,808.30	304,039.01		644,660.99	32.05
<u>B. EXPENDITURES</u>						
1000 General Student Body	231,326	4,084.85	22,658.66	8,595.30	200,072.04	13.51
2000 Athletics	220,902	13,540.31	78,652.45	24,455.60	117,793.95	46.68
3000 Classes	86,823	475.93	17,911.25	1,607.79	67,303.96	22.48
4000 Clubs	514,768	22,416.20	108,699.91	12,185.07	393,883.02	23.48
6000 Private Moneys	16,968	67.50	802.05	0.00	16,165.95	4.73
<u>Total EXPENDITURES</u>	1,070,787	40,584.79	228,724.32	46,843.76	795,218.92	25.74
<u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	122,087-	4,223.51	75,314.69		197,401.69	161.69-
<u>D. TOTAL BEGINNING FUND BALANCE</u>						
	270,217		341,714.41			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>						
	XXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>						
<u>C+D + OR - E)</u>	148,130		417,029.10			
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	148,130		417,029.10			
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			
<u>TOTAL</u>	148,130		417,029.10			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of February, 2020

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	1,000	.00	776.61		223.39	77.66
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	7,500	.00	.00		7,500.00	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
A. <u>TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	8,500	.00	776.61		7,723.39	9.14
 B. <u>9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
C. <u>Total REV./OTHER FIN. SOURCES</u>	8,500	.00	776.61		7,723.39	9.14
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	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
 <u>Total EXPENDITURES</u>	 10,000	 .00	 .00	 0.00	 10,000.00	 0.00
 E. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
F. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
G. <u>EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	1,500-	.00	776.61		2,276.61	151.77-
H. <u>TOTAL BEGINNING FUND BALANCE</u>	105,362		114,262.74			
I. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
J. <u>TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	103,862		115,039.35			
 K. <u>ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	103,862		115,039.35			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	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			
 <u>TOTAL</u>	 103,862		 115,039.35			

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

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: March 25, 2020

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.

Melissa Beard
Dr. Melissa Beard, Chief of Finance and Operations

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:			
February 25, 2020	Accounts Payable	127823 to 127641	\$ 315,727.66
	Payroll	800877 to 800879	\$ 6,330.76
	Payroll A/P	127642 to 127659	\$ 942,445.02
	Payroll Taxes		\$ 533,650.55
	Direct Deposit		\$ 1,527,491.29
February 28, 2020	Accounts Payable	127660 to 127660	\$ 40,005.99
March 4, 2020	Accounts Payable	127661 to 127700	\$ 107,696.20
March 10, 2020	Accounts Payable	127701 to 127721	\$ 431,903.55
March 16, 2020	Accounts Payable	127722 to 127722	\$ 439.55
March 17, 2020	Accounts Payable	127723 to 127753	\$ 956.42
March 18, 2020	Accounts Payable	127754 to 127793	\$ 105,559.92
TOTAL GENERAL FUND:			\$ 4,012,206.91

CAPITAL PROJECTS FUND:			
March 11, 2020	Accounts Payable	200368 to 200368	\$ 6,363.21
March 19, 2020	Accounts Payable	200369 to 200369	\$ 574.00
TOTAL CAPITAL PROJECTS FUND:			\$ 6,937.21

ASSOCIATED STUDENT BODY FUND:			
February 27, 2020	Accounts Payable	404368 to 404374	\$ 2,150.53
February 28, 2020	Accounts Payable	404375 to 404375	\$ 31,130.98
March 5, 2020	Accounts Payable	404376 to 404381	\$ 7,250.49
March 11, 2020	Accounts Payable	404382 to 404384	\$ 3,614.17
March 16, 2020	Accounts Payable	404385 to 404385	\$ 3.72
March 18, 2020	Accounts Payable	404386 to 404402	\$ 8,999.29
March 19, 2020	Accounts Payable	404403 to 404474	\$ 9,150.00

TOTAL ASSOCIATED STUDENT BODY FUND: \$ 62,299.18

TRANSPORTATION VEHICLE FUND:

to

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



Regular Meeting Minutes
Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA
Wednesday, February 26, 2020

STUDY SESSION:

- Agenda Review

REGULAR MEETING:

I. CALL TO ORDER

Chair Forbes called the meeting to order at 7:00 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

All Directors and Superintendent Weight present.

Chair Forbes recognized DuPont City Councilmembers Penny Coffey and Kendralee Harris in attendance.

Director Pierce made a motion to approve the agenda; Director McDonald seconded the motion, and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. PRESENTATION - Pioneer Middle School Choir

Pioneer Middle School Advanced Women's Choir performed two songs led by Choir Director Katie Elshire. Board members thanked Ms. Elshire for the performance and her dedication to the SHSD music program.

IV. REPORTS

A. Asset Preservation Program Report

Executive Director Melissa Beard shared information on Steilacoom Historical School District's Asset Preservation Program.

B. Diversity Committee Report

Jacky Diaz, Bruce Hayes, and Coley Fannin reported on the Diversity Committee's vision, mission, professional learning opportunities, and future plans. Directors Pierce, McDonald, and Forbes thanked the committee for their work.

C. Legislative Update

Director Scott reported on activity in the Washington State Legislative Session, including social emotional health and unfunded mandates such as class size initiatives.

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

V. CONSENT AGENDA

Director Rohrer made a motion to approve the Consent Agenda; Director Scott seconded the motion, and the motion passed (5/0). The Consent Agenda included attached financial reports, January and February 2020 Accounts Payable including January 2020 Payroll, minutes from the January 22, 2020 Board Meeting and February 12, 2020 Study Session, personnel reports, and Policy 5404 Family, Medical, Maternity and Military Caregiver Leave.

VI. NEW BUSINESS

A. First Reading of Policy 1105 Electoral System

Director McDonald made a motion to approve Policy 1105 Electoral System; Director Pierce seconded the motion, and the motion passed (5/0).

B. First Reading of Policy 3225 School-Based Threat Assessment

Director Scott made a motion to move Policy 3225 School-Based Threat Assessment to a second reading; Director Rohrer seconded the motion, and the motion passed (5/0).

C. First Reading of Policy 3416 Medication at School

Director Pierce made a motion to approve Policy 3416 Medication at School and to move Policy 3423 Parental Administration of Marijuana for Medical Purposes to a second reading; Director McDonald seconded the motion, and the motion passed (5/0).

D. First Reading of Policy 3423 Parental Administration of Marijuana for Medical Purposes

Director Pierce made a motion to approve Policy 3416 Medication at School and to move Policy 3423 Parental Administration of Marijuana for Medical Purposes to a second reading; Director McDonald seconded the motion, and the motion passed (5/0).

E. Approval of Adoption and Purchase of K-8 Science Curriculum

Director Rohrer made a motion to approve the adoption and purchase of Amplify Curriculum science curriculum for K-8; Director Scott seconded the motion, and the motion passed (5/0). Director Scott confirmed with Executive Director Paul Harvey that the curriculum had been made available for public viewing prior to the Board meeting, and thanked Superintendent Weight and the Executive Director team for their work in obtaining a DoDEA grant to fund the purchase.

VII. COMMENTS FROM THE AUDIENCE

No comments.

VIII. BOARD COMMUNICATION

- Director Pierce received parent communication regarding no administrators being present at the SHS National Honor Society Induction Ceremony.
- Director Rohrer participated in the Transportation Safety Advisory Committee and is happy to report that our Transportation Department is fully staffed at this time.

IX. ANNOUNCEMENTS

- Director Scott announced that Steilacoom High School Boys' Swim & Dive team placed 10th overall at the State Swim & Dive Championships. He also noted that Steilacoom High School will be hosting their annual High School & Beyond Night on March 10.
- Director Forbes commended the Steilacoom High School Boys' Wrestling team for their success throughout the season and at the State Championships. He also thanked the entire SHSD administrative staff for making the district such a great place.
- Director McDonald commented on the amazing kids we have in all areas of our district because of the amazing parents, teachers, and administrative staff in our district.
- Director Pierce shared that Steilacoom High School counselors had visited Pioneer Middle School to discuss high school credits, graduation requirements, etc. with our 8th grade students. The middle school students also received a course catalog. Director Pierce wants to make sure our district course catalogs/class options are highlighted on both Steilacoom High School and Pioneer Middle School websites so district parents can see the depth of options our students have available to them.
- Director Rohrer announced the two Screenagers The Next Chapter screenings offered by SHSD on February 27 at Pioneer Middle School and March 3 at Steilacoom High School. She also made note of the annual Crab Feed this Saturday, and thanked our community for its continued support of our schools.

X. ADJOURNMENT

Director McDonald made a motion to adjourn the meeting at 7:42 pm; Director Pierce seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors
Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, WA
Wednesday, March 11, 2020**

I. CALL TO ORDER

Chair Forbes called the meeting to order at 6:00 pm.

Executive Director Paul Harvey led the Pledge of Allegiance.

Director McDonald made a motion to excuse Director Pierce; Director Scott seconded the motion, and the motion passed (4/0).

Director Scott made a motion to approve the agenda; Director McDonald seconded the motion, and the motion passed (4/0).

II. TOPIC FOR BOARD DISCUSSION

A. Policy Governance Work Session

Chair Forbes led a discussion regarding policy governance, including district budget creation and priorities, SIP presentations, and extra-curricular activities.

B. Maintenance Facility Project Update

Superintendent Weight and Executive Director Beard presented a maintenance facility project update.

C. May 13, 2020 Study Session Agenda Items

May 13, 2020 Study Session agenda items reviewed.

1. **ASB Fees and Budget**
2. **Summer Projects**
3. **Other Topics**

D. SUPERINTENDENT UPDATES

- Superintendent Weight and Executive Director Paul Harvey provided an update on sexual health education legislation. Executive Director Harvey emphasized local control and local choice. At this time, SHSD does not anticipate needing to change our current curriculum.
- Superintendent Weight also provided an update on COVID-19. The district is in the process of contingency planning, and will have an update for families and staff after Governor Inslee provides direction to superintendents tomorrow afternoon.

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

Page 1 of 2

III. ADJOURNMENT

Director Rohrer made a motion to adjourn the meeting at 8:06 pm; Director Scott seconded the motion, and the motion passed (3/0). (Director McDonald needed to leave the Board Study Session at 7:00 pm)

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1 Certificated Personnel Report

Personnel Report 03/25/2020						
Name	Position	FTE	Location	Effective Date	Action	Comment
SMITH EMILY	TEACHER	1.00	CHLOE CLARK	6/11/2020	RESIGNATION	
MARLOW AMY	TEACHER	1.00	CHLOE CLARK	8/31/2020	NEW HIRE	
HILL KELLY	TEACHER	1.00	PIONEER	8/31/2020		NON-CONTINUING LEAVE REPLACEMENT

Personnel Report 3/25/2020						
Name	Position	Hours	Location	Effective Date	Action	Comment
HERNANDEZ AMY	PARAPROFESSIONAL	6.50	SALTARS POINT	4/27/2020	NEW HIRE	STUDENT SPECIFIC

Personnel Report 3/25/2020					
Name	Position	Location	Effective Date	Amount	Comment
SEEFELDT JAMES	ASSISTANT TRACK & FIELD COACH	HIGH SCHOOL	3/2/2020	3,408.75	
GIDLEY AMANDA	6TH GRADE CAMP COORDINATOR	PIONEER	4/1/2020	300.00	
HALLER KYLE	6TH GRADE CAMP COORDINATOR	PIONEER	4/1/2020	300.00	

Steilacoom Historical School District No. 1 Admin Personnel Report

[illegible]

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: __March 25, 2020_____

Strategic Focus Area

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

BACKGROUND INFORMATION

There are no revisions since First Reading.

HB 1216 – *Relating to Non-Firearm Measures to Increase School Safety and Student Well-being* was passed during the 2019 session. It specifies that school-based threat assessment programs must be consistent with a model policy developed by WSSDA and OSPI.

Policy 3225 School-Based Threat Assessment is a new policy for the district to adopt to meet the requirements of the statute. Our district is currently a member of a regional Pierce County Workgroup which includes school districts, School Resource Officers, Pierce County Emergency Management Office, and law enforcement agencies. Our threat assessment process has been aligned with the practices of our region, and are aligned with the requirements under Policy 3225.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 3225.

Report prepared by:
Susanne Beauchaine, Executive Director for Human Resources

School-Based Threat Assessment

The Board is committed to providing a safe and secure learning environment for students and staff. This policy establishes a school-based threat assessment program to provide for timely and methodical school-based threat assessment and management.

Threat assessment best occurs in school climates of safety, respect, and emotional support. Student behavior, rather than a student's demographic or personal characteristics will serve as the basis for a school-based threat assessment.

The threat assessment process is distinct from student discipline procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension or expulsion and the district will not impose suspension or expulsion, including emergency expulsion, *solely* for investigating student conduct or conducting a threat assessment. Further, suspension, or other removal from the school environment can create the risk of triggering either an immediate or a delayed violent response, unless such actions are coupled with containment and support. However, nothing in this policy precludes district personnel from acting immediately to address an imminent threat, including imposing an emergency expulsion, if the district has sufficient cause to believe that the student's presence poses an immediate and continuing danger to other students or school personnel or an immediate and continuing threat of material and substantial disruption of the educational process.

Structure of Threat Assessment Teams

The superintendent will establish and ensure the training of a multidisciplinary, multiagency threat assessment team or more than one such team to serve district schools. As the threat assessment team must be multidisciplinary and multiagency, it might include persons with expertise in:

- Counseling, such as a school counselor, a school psychologist and/or school social worker,
- Law enforcement, such as a school resource officer,
- School administration, such as a principal or other senior administrator,
- Other district or school staff,
- Community resources,
- Special education teachers, and a
- Practicing educational staff member.

Not every multidisciplinary team member need participate in every threat assessment. When faced with a potential threat by, or directed towards, a student receiving special education services, the threat assessment team must include a team member who is a special education teacher.

Although parents, guardians, or family members are often interviewed as part of the threat assessment process, neither the student nor the student's family members are part of the threat assessment team. This does not diminish the district's commitment that school personnel will make every reasonable attempt to involve parents and the student in the resolution of the student's behavioral violations, consistent with Policy and Procedure 3241 – Student Discipline.

Function of Threat Assessment Team

Each threat assessment team member, whether a teacher, counselor, school administrator, other school staff, contractor, consultant, volunteer, or other individual, functions as a “school official with a legitimate educational interest” in educational records controlled and maintained by the district. The district provides the threat assessment team access to educational records as specified by the Family Educational Rights and Privacy Act (FERPA). No member of a threat assessment team, including district / school-based members and community resource / law enforcement members, will use any student record beyond the prescribed purpose of the threat assessment team or re-disclose records obtained by being a member of the threat assessment team, except as permitted by FERPA.

The threat assessment team:

- Identifies and assesses the behavior of a student that is threatening, or potentially threatening, to self, other students, staff, school visitors, or school property. Threats of self-harm or suicide unaccompanied by threats of harm to others should be promptly evaluated according to [Policy 2145 – Suicide Prevention](#).
- Gathers and analyzes information about the student’s behavior to determine a level of concern for the threat. The threat assessment team may conduct interviews of the person(s) who reported the threat, the recipient(s) or target(s) of the threat, other witnesses who have knowledge of the threat, and where reasonable, the individual(s) who allegedly engaged in the threatening behavior or communication. The purpose of the interviews is to evaluate the individual’s threat in context to determine the meaning of the threat and intent of the individual. The threat assessment team may request and obtain records in the district’s possession, including student education, health records, and criminal history record information. The purpose of obtaining information is to evaluate situational variables, rather than the student’s demographic or personal characteristics.
- Determines the nature, duration, and level of severity of the risk and whether reasonable modifications of policies, practices, or procedures will mitigate the risk. The threat assessment team will not base a determination of threat on generalizations or stereotypes. Rather, the threat assessment team makes an individualized assessment, based on reasonable judgment, best available objective evidence, or current medical evidence as applicable;
- Communicates lawfully and ethically with each other, school administrators, and other school staff who have a need to know particular information to support the safety and well-being of the school, its students, and its staff; and
- Timely reports its determination to the superintendent or designee.

Depending on the level of concern determined, the threat assessment team develops and implements intervention strategies to manage the student’s behavior in ways that promote a safe, supportive teaching, and learning environment, without excluding the student from the school.

In cases where the student whose behavior is threatening or potentially threatening also has a disability, the threat assessment team aligns intervention strategies with the student’s individualized education program (IEP) or the student’s plan developed under section 504 of the rehabilitation act of 1973 (section 504 plan) by coordinating with the student’s IEP team or section 504 plan team. Although some of the functions of a school-based threat assessment may

run parallel to the functions of a student's IEP team or 504 plan team, school-based threat assessments remain distinct from those teams and processes.

Data Collection, Review and Reporting

The superintendent will establish procedures for collecting and submitting data related to the school-based threat assessment program that comply with OSPI's monitoring requirements, processes, and guidelines.

Other Tasks of Threat Assessment Team

The threat assessment team may also participate in other tasks that manage or reduce threatening or potentially threatening behavior and increase physical and psychological safety. This may include:

- Providing guidance to students and staff regarding recognition of behavior that may represent a threat to students, staff, school, the community, or the individual;
- Providing informational resources for community services boards or health care providers for medical evaluation or treatment, as appropriate;
- Assessing individuals other than students whose behavior poses a threat to the safety of students or staff and notify the superintendent or designee of such an individual

Cross References:

[2121 - Substance Abuse Program](#)

[2145 - Suicide Prevention](#)

[2161 - Special Education and Related Services for Eligible Students](#)

[2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973](#)

[3143 - District Notification of Juvenile Offenders](#)

[3231 - Student Records](#)

[3241 - Student Discipline](#)

[3432 - Emergencies](#)

[4210 - Regulation of Dangerous Weapons on School Premises](#)

[4310 - District Relationships with Law Enforcement and other Government Agencies](#)

[4314 - Notification of Threats of Violence or Harm](#)

Legal References:

[CFR 34, Part 99, Family Educational Rights and Privacy Act Regulations](#)

[Chapter 28A.320 RCW](#)

[Chapter 28A.300 RCW](#)

Adoption Date: **03.25.20**

Steilacoom Historical School District No. 1

Revised Dates:

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: March 25, 2020

Policy Number and Name

Policy 3423: Parental Administration of Marijuana for Medical Purposes

Strategic Focus Area

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

BACKGROUND INFORMATION

- HB 1095 requires school districts to permit parental administration of marijuana-infused products to students who meet the following 3 criteria: 1.) Have a terminal or debilitating medical condition; 2.) the student's health care professional must counsel the student and parents about the risks and benefits of using marijuana for medical purposes and determine that the student may benefit from its use; and 3.) the student must either have an authorization from the health care professional or be entered in the Department of Health's Medical Marijuana Authorization Database.
- No students currently meet criteria; incidents will be rare.
- Parents bring prescribed marijuana products to school. The school will not store nor will staff handle marijuana.
- Smoking cannot be a method of administration. Marijuana must be administered in a location and manner that ensures other students are not exposed and education is not disrupted.
- The law does not diminish the district's drug-free policies or allow for marijuana use by staff members.
- The law includes a mechanism to suspend its own implementation if federal funds are jeopardized at any time.
- The law provides district employees, volunteers, parents, and students protection from liability when acting in accordance with the school district's policy.
- The law offers protection from litigation related to students who meet the criteria for medical marijuana use as part of their health plan and/or are eligible for services and protections under the Americans with Disabilities Act or the Individuals with Disabilities Education Act.

RECOMMENDED ACTION:

This policy is recommended for approval.

Report prepared by: Gudrun Sullivan Executive Director of Student Services

PARENTAL ADMINISTRATION OF MARIJUANA FOR MEDICAL PURPOSES

The district will permit a student who meets Washington's statutory requirements for medical marijuana to consume marijuana-infused products for medical purposes on school grounds, aboard a school bus, or while attending a school-sponsored event in accordance with this policy. The district will first verify that the student and parent or guardian meet the statutory requirements by requiring presentation of valid Washington recognition cards for medical marijuana under [RCW 69.51A.220](#).

The district will not store or administer marijuana-infused products for any purpose. Although the school nurse may oversee the process of compliance with this policy, the school nurse will not provide, administer, or assist the student with the consumption of the marijuana-infused product. The parents or guardian of such a student are the only persons who may provide, administer, or assist student with the consumption of the marijuana-infused product. Students will not self-carry or self-administer marijuana for medical purposes or for any other purpose. Administration of a marijuana-infused product by smoking is strictly prohibited.

The superintendent will consult building principals to identify a location on school grounds where the parent or guardian can administer a marijuana-infused product to the student, considering feasibility and the needs for privacy. Specifically, a location that does not create risk of disruption to the educational environment or exposure to other students. The district discourages parental administration of marijuana-infused products on board a school bus. However, the district acknowledges that there may be circumstances where parental administration of a marijuana infused product on board a school bus is necessary; therefore, the superintendent will establish procedures to address such circumstances. When a school-sponsored event occurs at another Washington public school, the location identified by that school will serve as the location for parental administration of a marijuana-infused produce. The superintendent will establish procedures to address circumstances where a school-sponsored event occurs in a place of public accommodation in Washington. However, school-sponsored events that occur outside the state of Washington or on federal property are not subject to Washington law and cannot be included in the scope of this policy.

After administering the permissible form of medical marijuana to the qualified student, the parents or guardian will remove any remaining marijuana from school or district grounds, school bus, or school-sponsored event. The district may limit or revoke permission for the parents or guardian of a qualifying student to administer marijuana for medical purposes if the parents or guardian or qualified student violates this policy or demonstrates an inability to follow this policy's parameters responsibly.

Nothing in this policy requires an accommodation for medical marijuana in the place of employment or diminishes the district's ability to enforce its drug-free schools policy. Student possession, use, distribution, sale or being under the influence of marijuana inconsistent with this policy may be considered a violation of the district's drug-free schools and subject to district action.

Cross References: [3416 – Medication at School](#)
[5201 – Drug-Free Schools, Community, and Workplace](#)

Legal References: [RCW 28A.210.260 Public and private schools - Administration of medication — Conditions](#)
[Chapter 69.51A RCW – Medical Cannabis](#)

Management
Resources: *Policy News*, July 2019

Adoption Date: 03.25.2020
School District Name: Steilacoom Historical School District
Revised:

**Steilacoom Historical School District No. 1
511 Chambers
Steilacoom, WA 98388**

Resolution No. 859-03-25-20

**AUTHORIZATION TO EMPLOY CERTIFICATED PERSONNEL
FOR 2020-2021 SCHOOL YEAR**

WHEREAS, the Board of Directors of Steilacoom Historical School District No. 1 has a statutory obligation to employ certificated personnel by written contract; and

WHEREAS, it is essential to the success of the District's educational program that personnel vacancies for the ensuing school year be identified in advance so that well-qualified replacements may be located and employed; and

NOW, THEREFORE, BE IT RESOLVED:

The individual employment contracts shall be issued forthwith to those certificated personnel determined by the Superintendent to be entitled to an offer of employment for the 2020-2021 school year.

APPROVED this 25th day of March, 2020, in regular session, by the Steilacoom Historical School District No. 1 Board of Directors.

Chair

Vice Chair

ATTEST:

Secretary/Superintendent

Resolution 859-03-25-20	
NAME	FTE
ALBERT ROYCE F	1.00
ALMEIDA KAITLYN	1.00
ANDERSON ERIN	1.00
ANDERSON-GONZALEZ BARBIE L	1.00
ANTONOWICZ KAREN	1.00
ASATO DANIELLE	1.00
BALDO EARTHA	1.00
BARTLETT TYLER JASON	1.00
BARTON KRISTEN JEANNETTE	1.00
BATHURST ERIN	1.00
BEAULIEU DEREK M	1.00
BERENTSON, LISA	1.00
BETHMAN KURT VON	1.00
BIRBECK LAURA	1.00
BLACK ROBERTA J	0.60
BLANCHARD DIANA	1.00
BLANCHARD STANLEY	1.00
BRADBURY THOMAS	1.00
BRADSHAW BRETT EDWARD	1.00
BROBERG RACHEL	1.00
BRODZIAK JOANNA	1.00
BROWN AIMEE NALEE	1.00
BROWN KRISTI MARIE	1.00
BRUGMAN CHRISTOPHER	1.00
BUCKHOLZ SARAH	1.00
BUCKMISTER AMANDA	1.00
BURKES RODERICK	1.00
BURNS BARBARA	1.00
BYRD MEGAN	1.00
BYRD NATHAN	1.00
CAMPBELL SARAH	1.00
CARGILL REBEKAH	1.00
CHASE RENEE	1.00
CHRISTENSEN LEANN L	1.00
COPE BRIANNA	1.00
CORNISH MEGAN	1.00
CUNNINGHAM ABBY	1.00
CUSHMAN HELEN LOUISE	1.00
DAVIES COLBY	1.00
DAVIS DEIRDRE	1.00
DIAZ JACQUELINE	1.00
DILL MICAH	1.00
DORSCH SARAH	1.00
DUFFY DAWN	1.00
EASLEY JOSHUA	1.00
EASTMAN KATHLEEN A	1.00
ECK KASEY	1.00
ELSHIRE KATHERINE	1.00
ENGQUIST SHEREE KAY	1.00
ENGSTROM HANNAH C	1.00
ENOS ROD	1.00
EVANS BETTINA B	1.00
FANNIN COLEMAN F	1.00
FOHRMAN JAMES	1.00
FORD JEREMIAH	1.00
FRENCH TIMOTHY	1.00
FREUDENSTEIN ANGELA	1.00

FRIEDLOS JANET	1.00
FROEHLE STEFANIE	1.00
GALLIGAN PAUL A	1.00
GARRETT ERIC J	1.00
GIDLEY AMANDA JOANN	1.00
GILLIAM JASON M	1.00
GOLLE JONATHAN	1.00
GOODMAN RACHEL	1.00
GRAY BROOKE	1.00
GRIFFIN KATELYN	1.00
HALL DIANE	1.00
HALLER KYLE	1.00
HANSEN KEANE	1.00
HATCH GENA	1.00
HAYDEN CHRISTINA MARIE	1.00
HAYES BRUCE DELEKLI	1.00
HEINLEN MICHAEL	1.00
HENDERSON SAMANTHA	1.00
HERIG JILL	1.00
HEYING WENDY S	1.00
ISLER DENISE	1.00
JARNAGIN JAMES	1.00
JELLISON ELISABETH	1.00
JENNE ALEECE	1.00
JOHANSEN KATHERYN ANN	1.00
JOHNSON KENT	1.00
JONES CARL	1.00
KALLAY ZELMA RAY	1.00
KAY HOLLY	1.00
KEEFER CHARM GENETTE	1.00
KELLER AIRICA C	1.00
KIM GRACE	1.00
KING BRIDGET	0.60
KIRBY BIANCA I	1.00
KIRBY BRIAN TODD	1.00
LANDES BONNIE	1.00
LEATHERWOOD JOSEPHINE	1.00
LECOMPTE KAREN E	1.00
LEE SANDY	1.00
LEVCOVICH NANCY GRANT	1.00
LINDGREN VANESSA	1.00
LOWE ASHLEE	1.00
LOWE LAURA G	1.00
LUNDGREN WENDY	1.00
LYONS JILL R	1.00
MADSEN K C	1.00
MAKER ALISON	1.00
MARKS MATTIE	1.00
MARTIN KYLIE	1.00
MARTIN MICHAEL	1.00
MATEUS STEPHANIE	1.00
MCATEE SHELLEY	1.00
MCDONALD JODY	1.00
MCGLOTHERN HOLLIS MIDORI	1.00
MCJUNKINS TRINA	1.00
MCNAMARA LISA	1.00
MERRITT LINDA NAOMI	1.00
MILLER CAMERON	1.00
MILLER CRAIG A	1.00

MILLER KAMI	0.80
MILLER ZACH	1.00
MILTON ANDREW K	1.00
MORIYAMA-YODER JOY	1.00
MOTTOLA JULIE	1.00
MUNSEY SHAWN	1.00
NICHOLS SUE ELLEN	1.00
NIERMAN TISHANGELA ARTELL	1.00
NIXON JULIE MARIE	1.00
NORRIS LAURIE ANNE	1.00
O'LOUGHLIN FRANK	1.00
OLSON LANAE DIANN	1.00
PALACIOS LINDA	0.50
PARR KAREN LOUISE	1.00
PEDDY KAREN	1.00
PERCEFULL SAMANTHA	1.00
PERRY ANNETTE C	1.00
PICKETT TAYLOR	1.00
PILON MARY CATHERINE	1.00
POSADA ADRIANA	1.00
PRICE ANDREA	1.00
PRUITT BRITTANY	1.00
RADTKE KELLY	1.00
RAE MELODY	1.00
RANSFER TL	1.00
RASCHKE RAGAN LEIGH	1.00
REGER JENNIFER	1.00
RENNER NATHAN	1.00
RIDGE CHRISTINE M	1.00
RIPP KAREN MARIE	1.00
ROBISON PATRICIA	1.00
RONTOS TANYA	1.00
SAYRE HAYLEY	1.00
SCHMITZ SHANNON	1.00
SCHULTZ-BRACE KERI LYNN	1.00
SEEFELDT JAMES	0.60
SENKO ANDREW	1.00
SLATER LISA MARIE	1.00
SLATER MICHAEL	1.00
SLATER RYAN ANTHONY	1.00
SMITH KYLE	1.00
SNOWDEN AUDRA	1.00
SORTORE PATRICIA R	1.00
STEWART CATHRYN MICHELLE	1.00
STOUT JENESSA	1.00
STUGELMEYER SCOTT	1.00
STUTZ MIGUEL	1.00
SUEK BLAIR	1.00
SULLIVAN CAMILLE	1.00
TATE KIMBERLY	0.50
TATE MICHELLE	1.00
TAYLOR COURTNEY	1.00
THOMAS ALISSA	1.00
TRETHEWAY KELSEY	1.00
TURNER HEATHER	1.00
URIARTE LAVONNE R	1.00
VACCARO HIEDIE	1.00
VAN WYHE GABRIEL	1.00
VAN WYHE JACQUELINE	1.00

VEGH MATTHEW	1.00
VO ANDREW	1.00
WIDMAN COURTNEY	1.00
WILKERSON JAMIE	1.00
WILLIAMS LORIANN	1.00
WILMOVSKY JILL	1.00
WOOD SEAN	1.00
WYNN MARILYN LAVERNE	1.00
YEARWOOD KRISTA	1.00
YOHO SYLVIA KATARZYNA	1.00
YOON LYDIA	1.00
YUCKERT HEATHER R	1.00
ZAJAC-MATTES MEGGAN	1.00
ZENNER, WHITNEY	1.00
ZIMMERMAN CHRISTINA	1.00
	187.60

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: March 25th, 2020

Resolution Authorizing the Superintendent to Act in the Present Emergency as Designee

Strategic Focus Area

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

BACKGROUND INFORMATION

This Resolution provides authorization and backing for the superintendent as the board designee, during this time of crisis.

The purpose in providing this resolution is the protection of the district. Taking steps as far in advance as possible, to ensure that the superintendent is acting as the board designee, may potentially preempt any complications that could arise if the public is not clear on the roles, responsibilities and powers authorized during the crisis.

The draft resolution addresses several topics. The authorization of the superintendent to direct both essential and non-essential workers as needed is found within. A section speaks specifically to the manner in which communication will occur with the board, given the limiting nature of the current crisis.

The draft resolution also empowers the superintendent to act outside of the established bids laws if necessary and provides possible modifications to open public meetings to ensure public safety, while still attempting to meet the spirit of the OPMA.

The draft resolution is a step to proactively protect the necessary actions of the board and the superintendent during an unprecedented crisis. It is a step that WSSDA and the Washington Schools Risk Pool is suggesting districts consider strongly.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve the Resolution.

Report prepared by:

Dr. Kathi Weight, Superintendent

Steilacoom Historical School District No. 1
511 Chambers
Steilacoom, WA 98388

Resolution No. 860-03-25-20

SUSPENSION OF POLICY IN EMERGENCIES

WHEREAS, Chapter 28A.320 RCW authorizes local school boards to govern their respective districts, including adopting, revising, and suspending local board policies;

WHEREAS the Board has adopted Policy 3432 – Emergencies, which acknowledges school closure in response to a pandemic/epidemic and designates the District Superintendent or a designee to act as a liaison for the school district to ensure the health and safety of students, staff, and the community;

WHEREAS, on February 29, 2020, the Washington Governor Jay Inslee declared a state of emergency in all counties of our state under Chapters 38.08, 38.52 and 43.06 RCW, and directed implementation of the plans and procedures of the state's Comprehensive Emergency Management Plan in response to the novel coronavirus (COVID-19);

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic;

WHEREAS, on March 13, 2020, the U.S. President declared a national state of emergency and Governor Inslee ordered closure of all public and private K-12 schools in Washington State until April 24, 2020 to contain the spread of COVID-19; and

WHEREAS, the Office of Superintendent of Public Instruction (OSPI), which has authority to waive instructional hours and school days, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education is providing written guidance to Washington school districts on issues related to COVID -19, including but not limited to student attendance, distance/online learning, high school credit, meal distribution, and other issues;

NOW, THEREFORE BE IT RESOLVED, that the Steilacoom Historical School District School Board hereby suspends provisions of its board policies and/or whole policies, as identified by the District Superintendent or designee, if such suspension is necessary to implement written guidance from OSPI relating to containing COVID-19 for the duration identified in the Governor's order of March 13, 2020 and a subsequent order of school closure, if any.

BE IT FURTHER RESOLVED that the District Superintendent will consult with the Board as feasible and appropriate and timely report to the Board regarding the emergency closure and efforts to implement written guidance from health and government agencies as disseminated by OSPI.

BE IT FURTHER RESOLVED that the District Superintendent is authorized to close any school facility without further action by the Board of Directors. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.

BE IT FURTHER RESOLVED that the District Superintendent is authorized, based upon the needs of the District and the guidance from health and government agencies disseminated by OSPI, to direct staff assignments during District closures, including but not limited to essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.

BE IT FURTHER RESOLVED that access to public school grounds and public school buildings of the District may be limited as directed by the Superintendent during District closures.

BE IT FURTHER RESOLVED that in light of this district-wide emergency closure, the Board declares an emergency in which advertising for bids and competitive bid procedures may result in material injury or damage to the public interest of the district. The Superintendent is granted the authority to waive the requirements of RCW 28A.335.190 requiring advertising for bids and competitive bid procedures for purchases which may be necessary due to the emergency. The Superintendent will document the reasons prompt remedial action is necessary to prevent physical injury to persons or to property of the school district.

BE IT FURTHER RESOLVED that in the interest of public health, the board may encourage the public to attend its open public meetings via live streaming on television and/or the internet and to limit public comment to written comments. The board reserves the right to adjust board meeting dates, times, and locations during the district-wide emergency closure in a manner consistent with the Open Public Meetings Act, and notes that any or all board members may attend board meetings electronically.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument.

Adopted by a majority of the Board of Directors of Steilacoom Historical School District No. 1 at the regular meeting held on March 25, 2020.

BOARD OF DIRECTORS

Chair

ATTEST

Secretary

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 3/25/20

Strategic Focus Area

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

BACKGROUND INFORMATION

POLICY 2410 High School Graduation Requirements

For normal school operations – not an emergency plan

We are monitoring OSPI decisions regarding senior graduation requirements, credit earning, grading rules, and other high school/senior details.

Revisions from WSSDA policy:

- Eliminates passing the state tests as a requirement
- The three requirements for graduation:
 1. Complete credit requirements (no change)
 2. The high school and beyond plan, which is evidence of college and career readiness
 3. Meet one of the graduation pathway options (new)

RECOMMENDED ACTION:

It is recommended that the board move the policy revision to a second reading.

Report prepared by: Paul Harvey, Executive Director for Teaching and Learning

HIGH SCHOOL GRADUATION REQUIREMENTS

The board will establish graduation requirements, which at a minimum satisfy those established by the State Board of Education. The board will approve additional graduation requirements as recommended by the superintendent or designee. Graduation requirements in effect when a student first enrolls in high school will remain in effect until that student graduates. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements established by the district. Only one diploma will be awarded with no distinctions being made between the various programs of instruction that may be pursued.

I. REQUIREMENTS FOR GRADUATING

- Each student must meet the following requirements to graduate from high school: (1) complete the credit requirements specified in the procedure accompanying this policy; (2) ~~pass the necessary state assessments or a state-approved alternative assessment; and (3) complete a high school and beyond plan; demonstrate career and college readiness by completing a high school and beyond plan; and (3) meet the requirements of at least one graduation pathway option described in the procedure accompanying this policy.~~

II. IMPLEMENTATION

The superintendent or designee will develop procedures for implementing this policy according to applicable state law.

Cross References:

[2418 - Waiver of High School Graduation Credits](#)

[3520 - Student Fees, Fines, or Charges](#)

[3241 - Student Discipline](#)

[3110 - Qualification of Attendance and Placement](#)

Legal References:

Laws of 2019, ch. 252, 201 Graduation pathway options for the graduating class of 2020 and subsequent classes

[RCW 28A.155.045](#) Certificate of individual achievement

[RCW 28A.230.090](#) High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies

[RCW 28A.230.097](#) Career and technical high school course equivalencies

[RCW 28A.230.120](#) High school diplomas — Issuance — Option to receive final transcripts — Notice

[RCW 28A.230.122](#) International baccalaureate diplomas

[RCW 28A.600.300-400](#) Running start program - Definition

[RCW 28A.635.060](#) Defacing or injuring school property —
Liability of pupil, parent or guardian — Withholding grades,
diploma, or transcripts — Suspension and restitution —
Voluntary work program as alternative — Rights protected
[WAC 180-51](#) High school graduation requirements
[WAC 392-121-182](#) Alternative learning experience
requirements
[WAC 392-169](#) Special service programs - Running start
program
[WAC 392-348](#) Secondary education
[WAC 392-410](#) Courses of study and equivalencies
[WAC 392-410-350](#) Seal of Biliteracy
[WAC 392-415-070](#) Mandatory high school transcript contents

Adoption Date: 2.27.08

Revised: 1.26.11; 8.23.12; 6.20.13; 5.14.14; 6.10.15; 12.13.17; 8.28.19; 3.25.20

Reviewed: 6.5.18

Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 3/25/20

Strategic Focus Area

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

BACKGROUND INFORMATION

POLICY 2418 Waiver of High School Graduation Credits

This is for normal school operations (not emergency provision)
Our process is handled at the high school

Revisions in WSSDA policy:

- Phrasing changes about hardship/circumstances, same intent
- Maintains minimum 17 required subject credits
- Updates the minimum credits in each subject area per the 24 credit requirement update:
adds +1 credit to English; reduces -1 Arts

RECOMMENDED ACTION:

It is recommended that the board move the policy revision to a second reading.

Report prepared by: Paul Harvey, Executive Director for Teaching and Learning

WAIVER OF HIGH SCHOOL GRADUATION CREDITS

The board seeks to provide all students with the opportunity to complete graduation requirements without discrimination and without disparate impact on groups of students. -In so doing, the board acknowledges that ~~unusual~~ circumstances may ~~result in~~ arise that prevent a student's inability to earn student from earning all twenty-four credits required for high school graduation. ~~Unusual~~ Such circumstances may include, but are not limited to: ~~-, the following:~~

- Homelessness;
- A health condition resulting in an inability to attend class;
- Limited English proficiency;
- Disability, regardless of whether the student has an individualized education program or a plan under Section 504 of the federal Rehabilitation Act of 1973;
- Denial of an opportunity to retake classes or enroll in remedial classes free of charge during the first four years of high school;
- Transfer during the last two years of high school from a school with different graduation requirements ~~-, and~~
- Other circumstances (e.g., emergency, natural disaster, trauma, personal or family crisis) that directly compromised a student's ability to learn.

The board delegates to the superintendent or his/her designee discretion to grant a waiver of a maximum of two elective credits required for graduation. -A student's parent/guardian or an adult student must file the district's High School Application for Waiver of High School Graduation Credits with the principal's office no later than thirty days prior to the student's scheduled graduation date. ~~-In order to graduate, students granted a waiver must earn seventeen required subject credits (four English, three Math, three Science, three Social Studies, two Health and Fitness, one Arts, one Career and Technical Education) which may be by satisfactory demonstration of competence as provided by WAC 180-51-050.~~

~~Students must have completed three English, three Math, three Science, three Social Studies, two Health and Fitness, two Arts, one Career and Technical Education credits (seventeen total required subject credits) which may be by satisfactory demonstration of competence as provided by WAC 180-51-050 in order to be eligible for the waiver.~~

Cross References:

2410 - High School Graduation Requirements

Legal References:

RCW 28A.230.090 High school graduation requirements or equivalencies—High school and beyond plans—Career and college ready graduation requirements and waivers—Reevaluation of graduation requirements—Language

requirements—Credit for courses taken before attending high school—Postsecondary credit equivalencies RCW 28A.345.080 Model policy and procedure for granting waivers of credit for high school graduation

RCW 28A.345.080 Model policy and procedure for granting waivers of credit for high school graduation.

WAC 180-51-068 State subject and credit requirements for high school graduation—Students entering the ninth grade on or after July 1, 2015.

WAC 180-51-050 High school credit—Definition.

Management Resources: 2015 - April Policy Issue

Adoption Date: 6.10

Revised Dates: 04.15; 07.19; 03.20

Steilacoom Historical School District No.1