



Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, Washington

5/22/2013 7:00 PM

STUDY SESSION: The School Board will convene at 5:00 pm just prior to the start of the formal Board meeting, to discuss the District Office remodel project, the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

I. CALL TO ORDER

(Vote)

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

II. COMMENTS FROM THE AUDIENCE

(Information)

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 be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. RECOGNITION OF RETIREES

(Information)

Lois Linn, Cherrydale Primary School
Kathy Lech, Pioneer Middle School

IV. RECOGNITION OF SHS FRENCH EXAM STUDENTS

(Information)

Presenter: Roberta Black

V. PRESENTATION - 2012-13 SHS ASB Year in Review

(Presentation)

Presenter: 2012-13 ASB Officers

SHS ASB Year in Review.pdf (p. 4)

VI. REPORTS

1. Financial

(Information)

Presenter: Veronica Moore

April 2013 Cash Flow.pdf (p. 9)

CPF ACCOUNTING 12-13.pdf (p. 10)

2. Capital Projects

(Information)

Presenter: Bill Fritz

3. Asset Preservation

(Information)

Presenter: Bruce Parker

2013 APP report.pdf (p. 11)

VII. APPROVAL OF MINUTES

(Vote)

Minutes 5.8.13.pdf (p. 16)

VIII. CONSENT AGENDA

(Vote)

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 May 2013 Payroll.pdf (p. 19)

Approval of May 2013 Accounts Payable.pdf (p. 22)

Approval of Transition Services Supplemental Contract for Interim Superintendent.pdf (p. 57)

Approval of Certificated Personnel Report.pdf (p. 59)

Approval of Classified Personnel Report.pdf (p. 61)

Acceptance of Donation to Saltar's Point Elementary.pdf (p. 63)

IX. OLD BUSINESS

1. Second Reading of Policy 3140, Release of Resident Students

(Vote)

Presenter: Bill Fritz

Policy 3140.pdf (p. 64)

X. NEW BUSINESS

1. Recommendation of Saltar's Point Principal

(Vote)

Presenter: Bill Fritz

SPT Principal RecommendationBoard Background.pdf (p. 67)

2. Sale of Chambers Field, Steilacoom

(Vote)

3. Management Review

(Information)

Presenter: Bill Fritz

Management Review.pdf (p. 68)

4. June Board Meeting Schedule

(Vote)

Revised School Board Schedule Meeting.pdf (p. 75)

XI. COMMENTS FROM THE AUDIENCE

(Information)

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 be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

XII. BOARD COMMUNICATION

(Information)

XIII. ANNOUNCEMENTS

(Information)

XIV. ADJOURNMENT

(Vote)

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District are digitally recorded.





- "You don't get it until you don't get it"
- Positive Reinforcement
- Growing over the past few years
- Pride Days
- Recognition Assemblies

Renaissance Action Team



- Student Led
- Recognition
- Large Military Population
- This Year:
 - Emphasis on student recognition- those with parents in the military.


Veterans Day



- Granted over 400 wishes
 - To students and Staff
 - After 3 weeks of charity drives
- Recognizes Band and Choir at Assembly.
- Fosters organizational skills in leadership students.

Winter Wish Week

- Recognition of diversity in our school.
- Honoring Martin Luther King Jr's Legacy.



MLK Assembly




Jostens

- Theme: Olympics
- FIRST PLACE!
- Trash Clean Up
- Advisor Red Cross Bags
- Recycle Boxes
- "Stelly's Number One!"
- Breakout Sessions and Workshops





Spring Fever

- Staff Basketball
- Class Competitions
- Spring Sports Recognition
- Traditions




Mr. SHS

- Senior Boy Competition
- Community Event
- Fosters communication skills and organizational skills in student leaders.





Lip Sync

- Community Event
- Teamwork
- Helps create community connections
- Donations

- Pays attention to the little things!
- Monthly Birthdays
- Leadership motivation
- Rejuvenating the school!




Sunshine Committee

- Citizenship Recognition
- Teacher's recognizing students for good deeds
- Inter school cooperation
- Student Store
- Leadership



"Steilly Stars"

- Inter School communication
- "Potty Talk"
- Posters
- Regulating All Communication Material
- Robo-calls
- Readerboard
- Staff Spotlight



Communications Committee

- **Dead Club Amendment:**
 - After 2 years an inactive club will be named "Dead" and their funds will be dissolved into the General ASB fund.
- **Public Relations Officer:**
 - This officer was appointed this year and will be in charge of communications with the community.
 - Will often be working with the Schoolboard.
- **Audit Committee:**
 - In charge of making sure clubs are up to date with their financial documents.
 - i.e. Fundraiser Packets, Requisitions, Balances

ASB Business

- Key Club
- NHS
- FCCLA
- FFA
- Anime
- S2S
- Math Team
- YLC
- Science Club
- FCA
- Poetry Club
- Art Club
- Band
- Choir
- Cheerleading
- DECA
- Drama
- Yearbook
- Book Club
- GSA

CLUBS

- Fall
 - Girls Swimming
 - Girls Volleyball
 - Girls Soccer
 - Football
 - Boys Tennis
 - Cross Country
 - Golf
- Winter
 - Girls Basketball
 - Boys Basketball
 - Boys Swimming
 - Wrestling
- Spring
 - Baseball
 - Fastpitch
 - Boys Soccer
 - Girls Tennis
 - Track

SPORTS

- The 2012-2013 ASB Team would like to thank the School Board and Superintendent for all of their support throughout the school year.
Especially through all of the questions we had as we introduced the audit committee and regulated the treasury system in our high school.

Thank you

2012-13 GENERAL FUND ACTUALS - CASH FLOW
STEILACOOM HISTORICAL SCHOOL DISTRICT

Months in Yellow are actual
Months in Gray are projected

	12-13+ Proj	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Curr + Proj Ending FB Annual Total	Budgeted Ending FB	
	Begin Fund Balance	8,580,674	7,932,444	9,667,266	8,957,925	9,336,552	8,607,522	8,253,294	8,189,787	9,940,248	9,544,058	8,446,699	8,430,126	8,580,674	8,430,126	
	Revenue:															
1000	Local Property Tax	80,478	2,390,271	392,303	30,375	30,732	139,451	455,115	1,980,672	764,485	25,697	78,376	48,182	6,416,137	6,424,246	
2000	Local Non-Tax	115,765	70,162	86,088	68,624	396,023	73,360	72,683	84,447	69,000	50,000	35,000	38,317	1,159,471	1,533,850	359,000 less for erate prj
3000	State	1,228,834	1,298,378	882,421	1,244,233	1,407,250	1,308,918	1,330,015	1,482,244.56	783,581	854,815.74	1,424,692.90	1,424,693	14,670,077	14,246,929	based on appt % paym schdl
4000	State Special	262,270	400,020	341,262	902,074	-241,174	249,596	426,771	276,556	137,694	168,202.00	250,170	250,170	3,423,611	4,396,052	
5000	Federal	-	-	127,971	-	13,070	-	4,464	5,709	-	-	115,443	65,166	331,824	355,000	sequestration website reduction antcip of 7.8% for impact aid only
6000	Federal Special	144,135	14,934	130,733	197,997	120,814	173,472	98,791	187,728	92,701	100,427	162,238	162,238	1,586,208	1,438,868	
8000	Other Resources (MAM & Energy Rebates)	-	131,114	-	-	-	-	17,278		-	-	16,648		216,040	-	
	Total	1,831,482	4,304,879	1,960,778	2,443,303	1,726,715	1,944,797	2,405,118	4,017,357	1,847,461	1,199,142	2,082,568	2,039,766	27,803,367	28,394,945	*Rev. Prj to be underbudget by \$856,559 = to 3.016%
OBJ	Expenditures:															
	Certificated Salaries	1,041,445	923,241	930,119	925,835	924,561	931,744	939,351	1,002,159	861,511	861,511	891,511	891,511	11,124,500	10,980,315	remng m divd by outstg encumbr; July/Aug incr - 2 asst. princ. Contr.
3000	Classified Salaries	261,598	313,167	338,843	300,083	308,690	321,083	324,302	328,566	287,150	287,150	287,150	287,150	3,644,933	3,703,582	
4000	Benefits	442,440	438,377	441,670	437,859	438,788	447,199	448,160	457,783	435,694	435,694	447,891	447,891	5,319,448	5,070,601	remng m divd by outstg encumbr; July/Aug incr - 2 asst. princ. Contr.
5-9'S	Supplies/Services/Travel	734,229	895,272	959,488	400,899	783,705	598,999	756,812	478,386	659,297	712,145	472,589	599,219	8,051,040	14,390,185	
	Total	2,479,712	2,570,057	2,670,119	2,064,676	2,455,745	2,299,025	2,468,626	2,266,895	2,243,652	2,296,500	2,099,141	2,225,771	28,139,920	34,144,683	*Exp. Prj to be underbudget by \$5,945,727 = to 17.41%
	Monthly Ending Balance	7,932,444	9,667,266	8,957,925	9,336,552	8,607,522	8,253,294	8,189,787	9,940,248	9,544,058	8,446,699	8,430,126	8,244,121	8,244,121	2,680,388	

Due from other Governmental Entities \$ 157,675
Fund Balance Prior to reserves \$ 8,086,446
less Restricted Fund Balance \$ 474,132
less Committed Fund Balance* \$ 5,039,430
equals **Unassigned Fund Balance** \$ **2,572,884**

REVENUE TYPE LEGEND			
1000 Local Property Taxes	4000 State Special	5000 Federal	
M&O Levy	Learning Assistance	Federal Forest	
	Special Education		
2000 Local Non-Tax	Food Service	6000 Federal Special	
Investment Earnings	Transportation	Title Grants	
Class Fees		IDEA Grants	
All Day Kindergarten			
3000 State Revenues		8000 Other Agencies	
Apportionment			
State Library			
Vocational Equip Grant			

*Committed Fund Balance:		
Inventory GL 840	\$	18,000
Self Funded Insurance	\$	-
Assigned Fund Balance***GL 875	\$	-
Committed by Board Resolution**	\$	2,729,000
Committed to Minimum Fund Balance Policy GL 872	\$	1,969,771
Carryovers and Other Purposes	\$	22,659
Prior year corrections/restatements	\$	-
Assigned to Other Purposes GL 888	\$	300,000
Restricted F. B.	\$	5,039,430

****Committed By Board Resolution**
GL 870 SHS Chiller \$150k
GL 870 HVAC Systems @ S.P. & C.C. \$500k
GL 870 CD Roof Replacement \$500k
GL 870 Modular Buildings @ S.P. & C.C. \$729k
GL 870 E-Rate Projects \$250k
GL 870 Grounds & other emergent items \$600k

*****Assigned to Other Purposes**
GL 875 N/A

STEILACOOM HISTORICAL SCHOOL DISTRICT CAPITAL PROJECTS FUND
12-13 FISCAL YEAR (PERPETUAL ACCOUNTING)

THRU APRIL 2013

PUT 375,000 IN ACCOUNT

REVENUES

	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	DESIGNATED	DESIGNATED	
	Portable	Saltars Conservation	Cherrydale	Yellow House	DuPont Property	Other	Impact	Bond	
	Sale	Property Sale	Property Sale	Property Sale	Property Sale		Fees	Proceeds	
	\$3,000.00	\$1,260,000.00	\$378,324.72	\$143,148.86	\$1,299,089.38	\$ 3,692,551.13	\$881,461.74		Total
Impact Fees							\$155,750.82		\$ 7,657,575.83
Investment Earnings						\$ 10,389.04			\$ 155,750.82
Other Revenues			\$ 156,000.00			\$ 592,985.00			\$ 10,389.04
	\$3,000.00	\$1,260,000.00	\$534,324.72	\$143,148.86	\$1,299,089.38	\$4,295,925.17	\$1,037,212.56	\$0.00	\$ 748,985.00
									\$ 8,572,700.69

Total revenue in for month of Apr.
2013 = \$24804

EXPENDITURES

	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	DESIGNATED	DESIGNATED	ENCUMBERED	
	Portable	Saltars	Cherrydale	Yellow House	DuPont Property	Other	Impact	Bond	Open	
	Sale	Property Sale	Property Sale	Property Sale	Property Sale		Fees	Proceeds	Purchase Orders	Total
Pioneer Middle School							\$654,771.75			\$ 654,771.75
Steilacoom High School	\$3,000.00					\$ 314,653.02				\$ 317,653.02
Chloe Clark Elementary						\$ 12,174.67				\$ 12,174.67
Anderson Is. Elementary										\$ -
Saltars Pt. Elementary		\$211,043.20								\$ 211,043.20
Cherrydale Elementary		\$116,111.69								\$ 116,111.69
SHS North Property						\$ 1,797,674.58				\$ 1,797,674.58
Chambers Field		\$6,512.00							\$ 2,426.35	\$ 6,512.00
Bus Facility DuPont		\$33,889.13							\$ 2,525.83	\$ 33,889.13
Yellow House		\$637.50								\$ 637.50
Cherrydale Parcel C		\$3,472.37	\$ 740.00						\$ 1,094.00	\$ 4,212.37
Saltars Pt. Modular		\$522.00					\$ 8,500.57		\$ 426,948.27	\$ 9,022.57
511 Chambers (1918)		\$600.00				\$ 23,046.47				\$ 23,646.47
SHS Stadium						\$ 747,713.11	\$ 1,326.24			\$ 749,039.35
	\$3,000.00	\$372,787.89	\$740.00	\$0.00	\$0.00	\$2,895,261.85	\$ 664,598.56	\$ -	\$ 432,994.45	\$ 3,936,388.30

Total expenditures for month of
APR. 2013 = \$34633.86

BALANCES

	Portable Sale	Saltar's Prop Sale	Cherrydale Prop Sale	Yellow House Prop Sale	DuPont Property Sale	Other Funds	Impact Fees	Bond Proceeds	
	\$0.00	\$887,212.11	\$533,584.72	\$143,148.86	\$1,299,089.38	\$1,400,663.32	\$372,614.00	\$0.00	\$4,636,312.39
SP modular exp ytd April	18736.66								BEGINNING FUND BALANCE @ 9-1-12 \$2,368,842.67
Transportation exp ytd April	27113.47								UNDESIGNATED CURRENT FUND BALANCE \$4,263,698.39
1918 Building April	65726.59								DESIGNATED FUND BALANCE (IMPACT FEES/BOND) \$372,614.00
									ENDING FUND BALANCE TOTAL @ 4-30-13 \$4,636,312.39
									undesignated f.b. less encumbrances \$3,830,703.94

Asset Preservation Program

2013 Annual Report to the School Board



Steilacoom Historical School District #1

FACILITY	DISTRICT ASSIGNED BUILDING NAME	GROSS SQ FT	INSTRUCTIONAL SQ FT	STATE ASSISTED SQ FT	CONDITION RATING
1918 Building	1918 Building	10,606	0	0	Ratings Not Started
	Professional Development Center	4,049	0	0	Ratings Not Started
	Storage Building	2,653	0	0	Ratings Not Started
	Sub-Total	17,308	0	0	
Anderson Island Elementary School	Main Building	1,680	0	0	95.31% Excellent
	Multipurpose Building	2,865	0	0	99.76% Excellent
	Playshed	1,200	0	0	90.37% Good
	Portable A	1,680	1,680	0	99.84% Excellent
	Portable B	1,680	1,680	0	99.85% Excellent
	Sub-Total	9,105	3,360	0	
Cherrydale Elementary School	Main Building	38,749	38,749	0	90.20% Good
	Playshed	1,738	0	0	90.00% Good
	Sub-Total	40,487	38,749	0	
Chloe Clark Elementary School	Main Building	59,835	59,835	0	95.28% Excellent
	Sub-Total	59,835	59,835	0	
Pioneer Middle School	Main Building	104,707	104,707	0	97.99% Excellent
	Sub-Total	104,707	104,707	0	
Saltars Point Elementary School	Main Building	50,344	50,344	0	93.15% Good
	Sub-Total	50,344	50,344	0	
Steilacoom High School	Athletic Storage	1,400	0	0	Ratings Not Started
	Greenhouse	960	960	0	93.41% Good
	Main Building	135,891	104,255	0	96.49% Excellent
	Press Box	170	0	0	100.00% Excellent
	Sub-Total	138,421	105,215	0	

STATE OF WASHINGTON

SUPERINTENDENT OF PUBLIC INSTRUCTION

DISTRICT SUMMARY REPORT 2012-2013

SUPERINTENDENT OF PUBLIC INSTRUCTION
STEILACOOM HIST. SCHOOL DISTRICT (27001)

SUMMARY REPORT - 2012



FACILITY	DISTRICT ASSIGNED BUILDING NAME / ID	GROSS SQ FT	CONDITION RATING
Anderson Island Elementary School	Main Building	1,680	Good (100%)
	Multipurpose Building	2,675	Good (100%)
	Portable A	1,680	Good (100%)
	Portable B	1,680	Good (100%)
	Sub-Total	7,715	Good (100%)
Cherrydale Elementary School	Main Building	38,395	Good (92%)
	Sub-Total	38,395	Good (92%)
Chloe Clark Elementary School	Main Building	59,356	Good (99%)
	Sub-Total	59,356	Good (99%)
Pioneer Middle School	Main Building	104,707	Good (98%)
	Sub-Total	104,707	Rating Not Completed
Saltar's Point Elementary School	Main Building	50,344	Good (98%)
	Sub-Total	50,344	Good (98%)
Steilacoom High School	Greenhouse	960	Excel (100%)
	Main Building	135,891	Good (98%)
	Press Box	170	Excel (100%)
	Sub-Total	137,021	Good (98%)
District Grand Total		397,538	Rating Not Completed

I

Maintenance Work Orders generated from inspections

2012 103 problems written up as work orders

2013 23 problems written up as work orders



Questions?



Regular Meeting Minutes

5/8/2013

Steilacoom High School 54 Sentinel Drive, Steilacoom, WA

I. CALL TO ORDER

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

Pledge of Allegiance led by Executive Director Kathi Weight.

Director Denning made a motion to excuse Director Callanan; Director Winkler seconded the motion and the motion passed (4/0).

Director Winkler made a motion to approve the agenda; Director Denning seconded the motion and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

- Dick Smith congratulated Superintendent Fritz on his appointment in Florida. He then congratulated the Board on their upcoming interim superintendent appointment candidate choice. He also congratulated Kathi Weight on the upcoming appointment.
- Tanya Rontos, SEA co-president, thanked the Board for their consideration of asking Ms. Weight to be interim superintendent.
- Board Chair Scott recognized JBLM School Liaison Officer Antoinette Walker

III. CERTIFICATED APPRECIATION PROCLAMATION

Board Chair Scott read the proclamation recognizing certificated staff and May as certificated school employee appreciation month. Director Denning made a motion to approve the proclamation; Director Wong seconded the motion and the motion passed (4/0).

IV. PRESENTATION

Steilacoom High Principal Hanson gave a presentation on school accreditation and the process that the high school is going through for accreditation; a two year process that began last fall and will continue through March 2014.

V. CONSENT AGENDA

Director Winkler made a motion to approve the Consent Agenda which included May Accounts Payable and attached personnel reports; Director Denning seconded the motion and the motion passed (4/0).

VI. APPROVAL OF MINUTES

a. Approval of 4.25.13 Regular Board Meeting Minutes

Director Winkler made a motion to approve the 4.25.13 regular meeting minutes; Director Denning seconded the motion and the motion passed (4/0).

b. Approval of Special Board Meeting Minutes

Director Winkler made a motion to approve the 4.30.13 special meeting minutes; Director Denning seconded the motion and the motion passed (3/1 abstain).

c. Approval of Special Board Meeting Minutes

Director Denning made a motion to approve the 5.1.13 special meeting minutes; Director Wong seconded the motion and the motion passed (4/0).

VII. OLD BUSINESS

a. Appointment of Interim Superintendent for 2013-14 School Year

Director Winkler made a motion to appoint Ms. Kathi Weight to the Interim Superintendent position for the 2013-14 school year. Director Wong seconded the motion. A roll call vote was taken - Director Denning, aye; Wong, aye; Winkler, aye; Scott, aye. The motion passed (4/0).

b. Approval of Interim Superintendent Contract for 2013-14 School Year

Director Winkler made a motion to approve the interim superintendent contract for the 2013-14 school year. Director Denning seconded the motion. A roll call vote was taken - Director Denning, aye; Wong, aye; Winkler, aye; Scott, aye. The motion passed (4/0).

c. Approval of Supplemental Contract for Transition Services

Director Winkler made a motion to table the transition contract until the next meeting; Director Denning seconded the motion and the motion passed (4/0).

d. Second Reading of Policy 6920, Construction Design

Director Denning made a motion to approve the policy; Director Wong seconded the motion and the motion passed (4/0).

VIII. NEW BUSINESS

a. First Reading of Policy 3140, Release of Resident Students

Supt Fritz recommends a modification to add language for superintendent designee to approve release requests. Director Denning made a motion to move the policy to a second reading; Director Wong seconded the motion and the motion passed (4/0).

b. Approval of SHS Sociology Curriculum

Steilacoom High teacher Royce Albert and Teacher on Special Assignment Susan Greer presented curriculum for Sociology to continue to be taught at the high school. They explained the procedure and reason the particular text was selected.

Director Winkler made a motion to approve the recommended text *Sociology and You* as the curriculum for Sociology classes at Steilacoom High; Director Wong seconded the motion and the motion passed (4/0).

**c. Approval of Resolution 794-05-08-13, Surplus Portion of 511
Chambers/Sequalish Street Planned Road Improvement**

Supt. Fritz presented the resolution background information which will surplus a small piece of District property. Director Winkler made a motion to approve the resolution; Director Denning seconded the motion and the motion passed (4/0).

IX. COMMENTS FROM THE AUDIENCE

No comments.

X. BOARD COMMUNICATION

- Directors Denning and Winkler received communication re: 2007 graduate Milan Franklins visit to the schools to meet with students and staff to thank them for the support received after he sustained injuries overseas serving as a Marine.

XI. ANNOUNCEMENTS

- Superintendent Fritz introduced Cheryl Cerny, Transportation Manager and Bill Reig, Area Director from First Student Transportation
- Two students at Salter's Point Elementary, Ms. Snow 4th grade, won Grand Prize and Honorable Mention in a national contest
- Andre Stout, Pioneer Middle School principal has been named alumni of the year University of Washington Tacoma

XII. ADJOURNMENT

Director Winkler made a motion to adjourn the meeting at 7:52 pm; Director Denning seconded the motion and the motion passed (4/0).

(Secretary/Superintendent)

(Chair)

PAYROLL HEADER PAGE

Steilacoom Historical School District No. 1

GENERAL FUND

FOR THE MONTH May, 2013

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF THE STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, DO HEREBY CERTIFY THAT SERVICES HAVE BEEN RECEIVED AND PERFORMED AND HAVE BEEN APPROVED FOR PAYMENT IN THE AMOUNT OF \$1,720,673.85.

PAYROLL

Gross Pay	\$ 1,272,173.87
Benefits	\$ 448,499.98
Total Payroll Adjustment	\$ -

PAYROLL TOTAL \$ 1,720,673.85

DATED: May 25, 2013

Secretary to the Board

Board Chairperson

Board Member

Board Member

Board Member

Board Member

Check Date 05/31/2013			
ZVCE VAC CASHOUT EXP	1	974.10	0.00
			974.10
Total Pay Codes 104	831	1,281,957.07	-9,783.20
			1,272,173.87

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

Check Date 05/31/2013

CODE	DESCRIPTION	CODE	COUNT	ADDED	SUBTRACTED	NET AMT	BASE AMT
M6	BC PPO 5	44		35,944.80	0.00	35,944.80	187,941.22
M6adj	BC PPO 5 Adj	1		0.00	-776.65	-776.65	-5,417.33
M7	BC Easy Choice	45		25,648.95	0.00	25,648.95	161,119.68
M7adj	BC Easy Ch Adj	1		773.15	0.00	773.15	5,417.33
MHD	BC HDHP	3		1,772.07	0.00	1,772.07	12,161.64
TaxB+	Tax Ben +	4		475.40	0.00	475.40	15,488.92
TaxB-	Tax Ben -	4		0.00	-475.40	-475.40	-15,488.92
X0300	NO INSURANCE	58		0.00	0.00	0.00	0.00
Total Benefits	41	4483		449,774.13	-1,274.15	448,499.98	

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

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$7,628.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401175 through 401188, totaling \$7,628.74

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
401175	CASCADE BAGEL & DELI, INC	05/10/2013	122981	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	124.08
			123007	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			123033	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			123059	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
401176	COSTCO	05/10/2013	255919295	OPEN PO FOR THE STUDENT STORE SCHOOLD YEAR 2012-2013	4061213007	272.87	579.32
			255926673	OPEN PO FOR THE STUDENT STORE SCHOOLD YEAR 2012-2013	4061213007	306.45	
401177	CURTIS HOOPSTERS	05/10/2013	SUMMER TOURNAMENT	JV AND VARSITY CURTIS SUMMER LEAGUE -	4061213287	750.00	750.00
401178	DRAMATISTS PLAY SERVICE, INC	05/10/2013	SO_00000246283	SCRIPTS FOR "YOU CAN'T TAKE IT WITH YOU"	4061213251	169.46	169.46
401179	EK BEVERAGES	05/10/2013	363580	OPEN PO FOR THE STUDENT STORE - EK BEVERAGES	4061213242	341.55	341.55

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401180	FOLLETT LIBRARY RESOURCES	05/10/2013	804358-6	FOLLETT LIBRARY RESOURCES: TINA RIDGE/BOOKS FOR LIBRARY (TINA WILL PLACE ORDER: REQ. FOR PO PURPOSE ONLY)	4031213010	775.92	775.92
401181	HALFON CANDY COMPANY	05/10/2013	503543	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000 FOR STUDENT STORE	4061213178	388.82	388.82
401182	KING COUNTY DIRECTORS ASSN	05/10/2013	3664919	CART # 583027 FOR GENERAL ASB	4061213219	847.46	847.46
401183	PACIFIC LUTHERAN UNIVERSITY EV	05/10/2013	758	Booking of Pacific Lutheran University services/venue to host the "Spring Thaw Concert" - a" Choral Festival Performance" on March 12th 2013 at the Lagerquist Concert Hall - schools participating are SHS, PIO and SP	4001213002	1,369.47	1,369.47
401184	PANTHER PARENT PRIDE	05/10/2013	G B.BALL TOURNAMENT	GIRLS BASKETBALL SUMNER/BONNEY LAKE TOURNAMENT	4061213288	500.00	500.00
401185	TCC FOUNDATION/MENS BASKETBALL	05/10/2013	TCC SUMMER LEAGUE	TCC BOY'S BASKETBALL VARSITY TOURNAMENT - SUMMER LEAGUE	4061213286	500.00	500.00
401186	WHITE RIVER GIRLS BASKETBALL	05/10/2013	JV SUMMER CLASSIC	Girls Basketball Tournament- JV Summer Classic June 14-16, 2013 Do Not Fax Invoicing Only	4061213282	475.00	475.00
401187	WINNING SEASON	05/10/2013	M2013065	District Wide Choir T- Shirt	4001213001	685.67	685.67
401188	WRIST-BAND.COM	05/10/2013	100238808	wrist bands for track athletes	4051213063	121.99	121.99

14 Computer Check(s) For a Total of 7,628.74

	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
	14	Computer	Checks For a Total of	7,628.74
Total For	14	Manual, Wire Tran, ACH & Computer	Checks	7,628.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,628.74

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$298.54. The payments are further identified in this document.

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

Warrant Numbers 700054 through 700054, totaling \$298.54

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
700054	KRISTEN JEANNETTE BARTON	05/10/2013	SCHATZ FUND	TPEP PVERVIEW AND DANIELSON INTRO. PURCHASED BOOKS ANS SUPPLIES	0	298.54	298.54
				1 Computer	Check(s) For a Total of		298.54

	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	298.54
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	298.54
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	298.54

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$47,831.21. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 112038 through 112063, totaling \$47,831.21

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
112038	ALBERS & COMPANY INC	05/10/2013	811	PROFESSIONAL SERVICE FEES FOR 12/13 SY. DO NOT FAX.	81213095	2,147.05	2,147.05
112039	ANTHEM SPORTS, LLC	05/10/2013	77542	softball tarp, roller and roller cover	281213028	4,312.77	4,312.77
112040	ASCD	05/10/2013	0011195069	ASCD Membership for John Nystrom	2371213082	189.00	189.00
112041	AUTOLUBE TIRE & AUTOMOTIVE	05/10/2013	0000006728	OPEN PURCHASE ORDER 2012-2013 FOR VEHICLE REPAIRS FOR GROUNDS & DISTRICT VEHICLES	101213114	158.84	158.84
112042	CAREER STAFF UNLMTD- SEATTLE	05/10/2013	28427 -170633	Open PO for contracted staff services for the 2012 - 2013 school year.	91213040	3,306.00	3,306.00
112043	CENGAGE LEARNING	05/10/2013	98991466	ELL Supplies for Sarah Strong	91213090	64.93	64.93
112044	CINTAS FIRE PRTCTN FORMERLY A-	05/10/2013	0F93023970	ANNUAL INSPECTION OF BACKFLOW PREVENTION DEVICES DISTRICT WIDE	101213115	1,471.38	1,471.38
112045	CITY OF DUPONT	05/10/2013	103176-000	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	2,851.65	5,122.95
			103176-001	OPEN PO FOR ELECTRICITY FOR	81213055	46.30	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				DUPONT. DO NOT FAX PO.			
			103176-002	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	262.80	
			103176-003	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	262.80	
			1586-016	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	93.60	
			419-000	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	750.30	
			420-000	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	164.20	
			421-000	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	645.00	
			422-000	OPEN PO FOR ELECTRICITY FOR DUPONT. DO NOT FAX PO.	81213055	46.30	
112046	CLARK SECURITY PRODUCTS	05/10/2013	SE83612403	OPEN PURCHASE ORDER FOR 2012-2013 FOR DOOR PARTS	101213107	82.33	934.49
			SE83612404	OPEN PURCHASE ORDER FOR 2012-2013 FOR DOOR PARTS	101213107	695.07	
			SE84199701	OPEN PURCHASE ORDER FOR 2012-2013 FOR DOOR PARTS	101213107	157.09	
112047	CTS	05/10/2013	2013040327	TELECOMMUNICATIONS SERVICES FOR THE 12/13 SY. OPEN PO. DO NOT FAX	81213077	29.46	29.46
112048	CULLIGAN	05/10/2013	201305380587	OPEN PURCHASE ORDER 2012-2013 FOR WATER	101213009	39.10	39.10
112049	CULLIGAN	05/10/2013	0025984	OPEN PO FOR WATER	81213039	5.48	11.88

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				AT 511 CHAMBERS ST. DO NOT FAX TO VENDOR			
			201305400885	OPEN PO FOR WATER	81213163	6.40	
				AT 511 CHAMBERS ST - Add a cold water only unit to the HR/Student Services area			
112050	EMPLOYER ADMIN SERVICES INC	05/10/2013	419342013	TSA PLAN PAYMENT FOR 12/13 SY. DO NOT FAX	81213144	156.75	156.75
112051	HAROLD LEMAY ENTERPRISES	05/10/2013	3818520	OPEN PO FOR	81213052	153.46	5,845.18
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3819573	OPEN PO FOR	81213052	596.04	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3820248	OPEN PO FOR	81213052	1,203.24	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3823478	OPEN PO FOR	81213052	176.90	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3824089	OPEN PO FOR	81213052	451.30	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3824173	OPEN PO FOR	81213052	306.74	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3824184	OPEN PO FOR	81213052	1,546.58	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3824239	OPEN PO FOR	81213052	436.17	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3824377	OPEN PO FOR	81213052	807.82	
				DISTRICT WIDE GARBAGE. DO NOT FAX PO.			
			3825324	OPEN PO FOR	81213052	39.93	
				DISTRICT WIDE			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GARBAGE. DO NOT FAX PO.			
			3844121	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	77.00	
			3844122	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	50.00	
112052	HEALTH CARE AUTHORITY	05/10/2013	HCASEBH1451	SCHOOL BASED HEALTHCARE SERVICES LOCAL MATCH FOR CLAIMS SUBMITTED FOR FE-MAR 2013	0	14.45	14.45
112053	JOHNSTONE SUPPLY	05/10/2013	11-S100079459.001	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213021	41.35	41.35
112054	JTEC EDUCATIONAL CONSULTANTS	05/10/2013	1213-12277	OPEN OP FOR MEDICAID MATCH	81213061	1,100.00	1,100.00
112055	MASSEY'S PIANO TUNING	05/10/2013	286593	TUNE 2 PIANO'S FOR BAND	4311213102	120.00	120.00
112056	PBS DISTRIBUTION, LLC	05/10/2013	800094549	SHS DVD ORDER FROM PBS DISTRIBUTION FOR J. RISE AT PIO MS	141213020	172.79	172.79
112057	PIONEER MIDDLE SCHOOL ASB	05/10/2013	INVEST ED	ACCIDENTLY PUT IN WRONG DONATION FUND	0	6,000.00	6,000.00
112058	PROCARE THERAPY	05/10/2013	5658628	Open PO for ProCare Therapy Inc. Contract RN for Cherrydale	91213091	2,325.00	2,325.00
112059	PUGET SOUND ENERGY	05/10/2013	200002143960	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	6,810.44	13,540.71
			2000023874882-1	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	6,730.27	
112060	TACOMA COMM HOUSE LANG BANK	05/10/2013	1303415	Interpreter Services Invoice # 1303415	91213092	35.00	35.00
112061	USA MOBILITY WIRELESS INC	05/10/2013	W3661889E	OPEN PO FOR PAGERS FOR MAIN DEPARTMENT. DO NOT FAX.	81213123	113.20	113.20
112062	WASHINGTON TRACTOR	05/10/2013	187870	OPEN PURCHASE	101213049	468.70	468.70

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER FOR SUPPLIES/REPAIRS 2012-2013			
112063	WILLIAM T FRITZ	05/10/2013	MILAGE APRIL 2013	INTER DISTRICT MILAGE 4/4 4/9 4/10 4/11 4/12 4/16 4/17 4/18 5/1 DO TO FIFE/WASA MTNG 4/12-4/19 UNI SERV 4/22 WASA/SEATAC-4/23	0	110.23	110.23
26	Computer			Check(s) For a Total of			47,831.21

	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
	26	Computer	Checks For a Total of	47,831.21
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	47,831.21
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	47,831.21

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$293,037.41, and voids/cancellations, totaling \$6,000.00. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 112064 through 112107, totaling \$293,037.41
Voids/Cancellations, totaling \$6,000.00

Secretary _____ Board Member _____
Board Member _____ Board Member _____
Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112064	AUTOLUBE TIRE & AUTOMOTIVE	05/20/2013	0000007033	OPEN PURCHASE ORDER 2012-2013 FOR VEHICLE REPAIRS FOR GROUNDS & DISTRICT VEHICLES	101213114	174.20	174.20
112065	BANK OF AMERICA	05/20/2013	01 0000 6711 3415	OPEN PO FOR SERVICE FEE. DO NOT FAX	81213082	183.25	183.25
112066	BUCKEYE CLEANING CENTER	05/20/2013	738413	OPEN PURCHASE ORDER FOR CUSTODIAL SUPPLIES FOR 2012-2013	101213103	219.93	219.93
112067	BUILDERS HARDWARE & SUPPLY	05/20/2013	S3241173.001	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	18.16	18.16
112068	CASE PARTS	05/20/2013	0001712291	OPEN PURCHASE ORDER 2012-2013 FOR KITCHEN REPAIR PARTS	101213006	190.37	190.37
112069	CELESTE L JOHNSTON	05/20/2013	MILAGE 4/10-25/13	INTER-DISTRICT MILAGE 4/15 4/22 4/25 MILAGE SB 4/10 4/25, PC SKILLS CTR 4/18, TOWN OF STEILACOOM 4/18 4/23	0	39.21	39.21
112070	CENTURYLINK	05/20/2013	206-Z25-0055-467B.	OPEN PO FOR PHONE SERVICES	81213078	2,535.11	2,535.11

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112071	CHEVRON & TEXACO CARD SERVICES	05/20/2013	38017597	OPEN PO FOR FUEL. DO NOT FAX	81213050	23,685.73	23,685.73
112072	CLARK SECURITY PRODUCTS	05/20/2013	SE84199702	OPEN PURCHASE ORDER FOR 2012-2013 FOR DOOR PARTS	101213107	384.21	384.21
112073	DEBBEE R SHAFFER	05/20/2013	COSTCO H.D. O.M.	4/28/13 COSTCO - SPOONS KNIVES 4/20/13 HOME DEPOT - POTS POTTING SOIL 4/25/13 OFFICE MAX - LABELS FOR LABEL MAKER OFFICE MAX 5/2/13 OFFICE MAX - BOOK BINDING	0	100.00	107.15
112074	DEPARTMENT OF ENTERPRISE SERV	05/20/2013	18-1-60310	CO-OP MEMBERSHIP RENEWAL	81213134	500.00	500.00
112075	DISNEY EDUCATIONAL PRODUCTS	05/20/2013	477989	S.P. Disney Educational Productions -Library	1271213075	1,778.83	1,778.83
112076	DOLMAN, BEVERLY ANN	05/20/2013	MILAGE 5/1-3/13	WASBO	0	92.10	92.10
112077	DUFFY, DAWN A	05/20/2013	B&N'S HPBS, MICHAELS	4/27/13 BARNES & NOBLES - RDG CURR LVL RDRS 4/24/13 HALF PRICE BOOK STORE - RDG CURR LVL RDRS 4/14/13 MICHAELS L.A. CURR SUPPORT REALLY GOOD STUFF 4/16/13 REALLY GOOD STUFF RDG CURR STORAGE	0	93.66	193.66
112078	ENVIRONMENTAL CHEMICAL ENT INC	05/20/2013	E234E	CONCRETE ACRYLIC PATCH KIT	101213128	738.95	738.95
112079	ESD 113	05/20/2013	0000021420	DATA PROCESSING SERVICES 12/13	81213076	16,704.26	33,408.52
			0000021728	DATA PROCESSING SERVICES 12/13	81213076	16,704.26	
112080	FIRST STUDENT INC	05/20/2013	10805877	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	87,003.43	86,113.72
			10805877-1	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	-533.51	
			1085877-2	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	-356.20	
112081	GRAINGER	05/20/2013	9125555806	OPEN PURCHASE	101213110	130.68	130.68

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112082	GRAVES, SARA COLLEEN	05/20/2013	MILAGE 4/30/13	ORDER FOR 2012-2013 FOR SUPPLIES MILAGE 4/30/2013 CARPOOL MEETING PLACE (FIFE) INTRO TO EVAL TRAINING-RENTON	0	16.27	16.27
112083	HANSON, BRIAN TODD	05/20/2013	MILAGE 4/23-25/13	4/23/13 MADIGAN SCHOOL HEALTH ADVISORY PANEL @ FORZE 4/24/13 COMMON CORE WORKSHOP (AWSP) 4/25/13 SCHOOL BOARD MEETING-PIONEER	0	31.75	31.75
112084	HAROLD LEMAY ENTERPRISES	05/20/2013	3823478	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	782.95	782.95
112085	JOSTENS	05/20/2013	ST043013	Honor Cords and Medals for Graduation (Wanda Betancourt)	4311213134	376.61	376.61
112086	K & L GATES	05/20/2013	2753250	PROFESSIONAL LAWYER SERVICES FOR THE 12/13 SY. DO NOT FAX	81213094	3,036.00	3,036.00
112087	KATHERINE O ALDERETE	05/20/2013	FRED MEYER 5/8/13	5/8/13 FRED MEYER - CRACKERS, BREAKFAST BARS, ZIPLOCS, JUICE.	0	26.97	26.97
112088	KING COUNTY DIRECTORS ASSN	05/20/2013	3654423	General Teaching Supplies	2371213062	730.73	730.73
112089	LABORATORIES, COASTWIDE	05/20/2013	T2535575	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	1,610.81	8,972.93
			T2535575-1	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	18.12	
			T2535575-2	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	53.91	
			T2535575-3	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL	101213008	50.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES			
			T2541769	PURCHASE	101213120	3,350.57	
				CUSTODIAL			
				EQUIPMENT &			
				SUPPLIES			
			T2541769-1	PURCHASE	101213120	116.83	
				CUSTODIAL			
				EQUIPMENT &			
				SUPPLIES			
			T2541769-2	PURCHASE	101213120	2,699.98	
				CUSTODIAL			
				EQUIPMENT &			
				SUPPLIES			
			T2546496	OPEN PURCHASE	101213008	891.10	
				ORDER 2012-2013			
				FOR CUSTODIAL			
				SUPPLIES			
			T2547013	OPEN PURCHASE	101213008	117.42	
				ORDER 2012-2013			
				FOR CUSTODIAL			
				SUPPLIES			
			T2547013-1	OPEN PURCHASE	101213008	63.93	
				ORDER 2012-2013			
				FOR CUSTODIAL			
				SUPPLIES			
112090	MILLER, MICHAEL J	05/20/2013	MILAGE 4-25/30-13	MILAGE 4/25/13	0	46.44	46.44
				SCHOOL BOARD			
				MEETING -			
				PIONEER/DUPONT			
				4/30/13 INTRO TO			
				EVAL - TRAINING			
				WORKSHOP - RENTON			
112091	MITCHELL, WALTER S	05/20/2013	MILAGE 4/19/13	MILAGE 4/19/13	0	21.81	21.81
				PIERCE CO SKILLS			
				CENTER			
				CONFERENCE,			
				PIERCE COLLEGE			
				RUNNING START			
				CONFERENCE			
112092	MVP PHYSICAL THERAPY, INC	05/20/2013	833	SHS MVP FOR	141213018	2,125.01	2,125.01
				ATHLETIC TRAINING			
				SERVICES			
112093	PIONEER MIDDLE SCHOOL ASB	05/20/2013	INVEST ED	ACCIDENTLY PUT IN	0	325.00	325.00
				WRONG DONATION			
				FUND			
112094	RICH, DENISE ELIZABETH	05/20/2013	SCHOLASTICS 3/15/13	S.P.	1271213077	165.31	165.31
				Reimbursement for			
				Denise Rich,			
				classroom			
				supplies			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112095	SHEREE KAY ENGQUIST	05/20/2013	COSTCO H.D. MICHAELS	5/7/13 COSTCO - PLATES, SPOONS, KNIVES FOR SNAZZY SNACKS 5/7/13 HOME DEPOT - PLANTS FOR SCIENCE 4/21/13 MICHAEL'S - CLAY POT WATERPROOF SPRAY	0	55.72	95.48
			OFFICE MAX 5/7/13	5/7/13 OFFICE MAX - BINDING CLASS BOOKS/STAPLERS	0	39.76	
112096	SHUCKHART, MAUREEN	05/20/2013	INT-DIST MILAGE 4/13	INTERDISTRICT MILAGE FOR THERAPY 4/8-10-11-15-16-18 -22-23/13	0	30.27	37.21
			MILAGE 4/2013	4/25/13 PIO TO CC TO SP TO CD THERAPY, PLANNING, REPORTS 4/29/13 CD TO SP TO CD THERAPY	0	6.94	
112097	SODEXO INC & AFFILIATES	05/20/2013	1000666395	OPEN PO FOR FOOD SERVICE. DO NOT FAX	81213113	82,148.71	82,148.71
112098	SOUND PEST MANAGEMENT	05/20/2013	0000137	OPEN PURCHASE ORDER FOR 2012-2013 FOR PESTICIDE SERVICES	101213097	886.14	886.14
112099	TACOMA SCREW PRODUCTS	05/20/2013	30346833	OPEN PURCHASE ORDER 2012/2013 SCHOOL YEAR FOR SUPPLIES	101213126	25.15	25.15
112100	TED BROWN MUSIC CO	05/20/2013	850553	Ted Brown Music (band) for instrument repairs and supplies	2371213081	86.24	174.72
			853580	Ted Brown Music (band) for instrument repairs and supplies	2371213081	22.23	
			853582	Ted Brown Music (band) for instrument repairs and	2371213081	66.25	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112101	TRUSTEED PLANS SERVICE CORP	05/20/2013	0070268-IN	supplies OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	599.00	24,882.51
			0070369-N	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	24,283.51	
112102	VERIZON WIRELESS	05/20/2013	9703412228	OPEN PO FOR PHONE SERVICE. THE ORIGINAL PO WAS ACCIDENTLY CLOSED. DO NOT FAX PO	81213127	3,004.73	3,004.73
112103	WASHINGTON TRACTOR	05/20/2013	145569	OPEN PURCHASE ORDER FOR SUPPLIES/REPAIRS 2012-2013	101213049	1,662.53	1,662.53
112104	WELLS FARGO FINAN LEASING INC	05/20/2013	6765839973	OPEN PO FOR WELLS FARGO COPIERS/ PRINTERS FOR SALTAR'S POINT, CHLOE CLARK, AND MAINTENANCE NOT TO EXCEED 9300.00 DO NOT FAX TO VENDOR	81213038	612.01	612.01
112105	WITT COMPANY	05/20/2013	299432	OPEN PO FOR COPIER LEASES.	81213067	3,730.98	3,730.98
112106	WORKFORCE CENTRAL/HCD	05/20/2013	03262013H	SHS WORKFORCE CENTRAL HCD FOR JODY SNYDER. STUDENT & CHAPARONE LUNCHES AT HEALTH CAREER DAY.	141213067	460.00	460.00
112107	WSSDA	05/20/2013	45211	2013 Washington State School Directors' Association (WSSDA) Annual Dues	81213154	8,165.68	8,165.68

44 Computer Check(s) For a Total of 293,037.41

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112057	PIONEER MIDDLE SCHOOL ASB	05/16/2013	INVEST ED	ACCIDENTLY PUT IN WRONG DONATION FUND	0	6,000.00	6,000.00
				1 Void	Check(s) For a Total of		6,000.00

	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
	44	Computer	Checks For a Total of	293,037.41
Total For	44	Manual, Wire Tran, ACH & Computer	Checks	293,037.41
Less	1	Voided	Checks For a Total of	6,000.00
			Net Amount	287,037.41

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$1,335.51. The payments are further identified in this document.

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

Warrant Numbers 112108 through 112108, totaling \$1,335.51

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
112108	STEILACOOM SCHOOL DISTRICT	05/20/2013	CTAX11 20130503AAA	Comp Tax owed for Cash Account 11 through 05/03/2013	0	1,335.51	1,335.51
			1	Computer	Check(s) For a Total of		1,335.51

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,335.51
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,335.51
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,335.51

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$353.32. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401189 through 401189, totaling \$353.32

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
401189	STEILACOOM SCHOOL DISTRICT	05/20/2013	CTAX41 20130503AAA	Comp Tax owed for Cash Account 41 through 05/03/2013	0	353.32	353.32
			1	Computer	Check(s) For a Total of		353.32

	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	353.32
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	353.32
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	353.32

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 May 8, 2013, the board, by a _____ vote, approves payments, totaling \$12,391.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 112012 through 112012, totaling \$12,391.28

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
112012	MASTERCARD CORP. CLIENTS PAYME	05/02/2013	0029	GAS	0	55.19	12,391.28
			0660	CASH N CARRY	0	57.04	
			0678	INK JETS FOR MR. HANSON'S PRINTER	4311213124	551.92	
				DO NOT FAX- ORDERING ONLINE WHEN APPROVED			
			0678-1	DOLLAR TREE, FERRY TICKETS, SAFEWAY AND AWSP	0	935.52	
			2210	FERRY TICKETS AND DOLLAR STORE	0	548.64	
			5604	WALGREENS, VERIZON, AND PIERCE COUNTY FERRIES	0	183.09	
			5626	HOME DEPOT, ACE HARDWARE, OFFICE DEPOT, AND HARBOR FREIGHT	0	241.93	
			5634	SHS P-CARD FOR SPRING HILL SUITES WENATCHEE FOR JAMICKA JONES. 3 NIGHTS STAY. PLEASE SEE ATTACHED FORMS!	141213062	134.07	
			5634-1	DOLLAR TREE, RED ROBIN, DENNYS, NEW YORK TERIYAKI, FUJI YAMA, EL CAPORAL	0	97.72	
			5638	ASCD RENEWAL	181213052	129.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				MEMBERSHIP FOR			
				KATHI WEIGHT			
		5638-1		dvd empire	0	23.69	
		5638-2		IMMEDIA,	0	270.02	
				STARBUCKS,			
				ALBERTSONS,			
				SUBWAY, PIZZA			
				HUT, CASA MIA AND			
				RECORDS OFFICE			
				HONOLULU			
		5638-4		Mastercards SHS	181213051	134.72	
				History Dept DVDs			
				ordered through			
				www.shoppbs.org			
		5642		SAFEWAY, EL SOL,	0	95.85	
				MCDONALDS, EL			
				CAPORAL, AND			
				OFFICE DEPOT			
		5653-3		SHS MASTERCARD	141213059	575.00	
				CORP ORDER FOR			
				BEAULIEU AT PIO.			
				CURRICULUM			
				RESEARCH &			
				DEVELOPMENT			
				GROUP. FOR			
				TEACHER SET OF			
				BOOKS FELO ITEM			
				#HMSS01. PLEASE			
				SEE ATTACHED.			
		5653-4		ENERGIZ INC	0	93.00	
		5653-5		INTEREST	0	24.16	
		5679		REPLACE MUFFLER	101213119	148.15	
				ON NISSAN SENTRA			
				94800C			
		5679-1		PURCHASE RACKS	101213122	2,078.15	
				FOR MAINTENANCE			
				VEHICLE -			
				INDUSTRIAL LADDER			
				& SUPPLY CO.			
		5679-2		LADDER PURCHASE -	101213121	988.49	
				LITTLE GIANT			
				LADDER			
		5679-3		GAS AND FERRY	0	76.47	
				TICKETS			
		5679-4		WHEEL FOR NISSAN	101213127	351.86	
				SENTRA			
		5687		ferry tickets	0	1,190.00	
		5695			0	0.91	
		5703		THIS REQ IS FOR	1461213064	169.90	
				P-CARD ANNETTE			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PERRY (1st grade) - READING/SCIENCE CURRICULUM: A-Z.COM			
		5703-1		DO NOT FAX:	1461213065	885.00	
				P-CARD INVOICE PURPOSE ONLY			
		5703-2		ORIENTAL TRADING, EVENT PROMOTIONS NOW, FIREKING. COMP TAX NEEDED	0	83.79	
		5703-3		THIS REQ IS FOR P-CARD DANI HYLTON, SLC TEACHER - 25 TRAY CUBBIE FOR CLASSROOM-AMAZON	1461213061	370.95	
		5703-4		PROFESIONAL DEVELOPMENT: BARBIE GONZALEZ	1461213067	65.00	
		5703-5		PS STORES, WALGREENS, FERRY, AMAZON SAFEWAY	0	91.63	
		5711		AMAZON.COM FOR PE EQUIPMENT (SCHMIDT)	1621213074	130.52	
		6722		AMAZON, LOWES, CDWG	0	162.60	
		6748		Domain Security Certificate	111213029	149.00	
		6748-1		FERRY TICKETS	0	33.60	
		7359		Open PO for Ferry Tickets for Cherrydale SpEd Student, plus one on one Para for remainder of 2012 - 2013 School year.	91213078	344.90	
		7359-1		Open PO for Ferry Tickets for Cherrydale SpEd Student, plus one on one Para for remainder of 2012 - 2013 School year.	91213078	80.00	
		7359-2		WALMART, BIG LOTS, ALBERTSON'S,	0	64.54	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				DOLLAR TREE, AND LOWES			
			7359-3	MAXI AIDS- COMP TAX	0	23.45	
			7367	Open PO for Ferry Tickets for Cherrydale SpEd Student, plus one on one Para for remainder of 2012 - 2013 School year.	91213078	222.00	
			7367-1	Open PO for Pierce Tansit Orca cards.	91213095	72.00	
			7367-2	ALBERTSON'S, SAFEWAY, AND OFFICE DEPOT	0	119.70	
			9971	AUSA membership pd by Pcard	281213024	150.00	
			9971-2	AUSA subchapter Membership	281213025	150.00	
			9989		0	8.70	
			9997-7	INTEREST	0	29.41	
1	Computer			Check(s) For a Total of			12,391.28

	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	12,391.28
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	12,391.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,391.28

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 May 8, 2013, the board, by a _____ vote, approves payments, totaling \$21,483.71. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401156 through 401157, totaling \$21,483.71

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
401156	MASTERCARD CORP. CLIENTS PAYME	05/02/2013	0660-1	MICHAELS PURCHASE	0	94.05	20,657.55
			2210-1	FOR OUTDOOR ED DISNEYLAND TRIP - HOTEL ROOMS, MEDIEVAL TIMES, BUS TRANSPORTATION IN LOS ANGELES	4061213278	16,588.00	
			5634-2	CONCERT DRESSES FOR DISNEYLAND PERFORMANCES	4061213271	592.90	
			5653-2	SAFEWAY, LITTLE CAESARS. MINERS AND STARBUCKS	0	405.63	
			5687-1	DOMINO'S FOR PHOENIX CLUB	0	23.37	
			5703-6	REQUISITION FOR P-CARD: LANAE OLSON RECEIVED A GRANT FROM KIWANNIS, AND SHE'LL BE PURCHASING PLANTS FOR FRONT FOYER	4031213014	115.68	
			5703-7	450 wristbands for Earth Day, Cheetah Walk on 4/22/13	4031213009	191.00	
			5711-1	DISCOUNTMUGS.COM FOR VOLUNTEER APPRECIATION PARTY	4021213030	205.00	
			9997	TROPHIES FOR	4061213255	419.17	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			9997-2	CHEER GROUP EXPRESS TICKET PACKAGE - CLASS OF 2014	4061213258	533.00	
			9997-3	HUDL SILVER - ONLINE VIDEO EDITING/ANALYSIS\ AND ONLINE PLAY DIARAM TOOL	4061213167	895.00	
			9997-4	HOTEL STAY FOR MATH TEAM-EXPEDIA.COM	4061213297	208.77	
			9997-5	WALMART FOR BAND ITEMS	0	70.98	
			9997-6	TACOMA RAINIERS BASEBALL TICKET FUNDRAISERS	4061213300	315.00	
401157	QUALITY INN YAKIMA	05/02/2013	5653-1	PASCO INVITATIONAL FOR TRACK HOTEL ROOMS	4061213289	826.16	826.16
			2	Computer	Check(s) For a Total of		21,483.71

	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	21,483.71
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	21,483.71
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	21,483.71

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 May 22, 2013, the board, by a _____ vote, approves payments, totaling \$9,692.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 401190 through 401204, totaling \$9,692.56

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401190	BROAD REACH	05/20/2013	I75716	FOR INVOICE PURPOSES ONLY: DO NOT FAX	4031213018	468.84	468.84
401191	CASCADE BAGEL & DELI, INC	05/20/2013	123117	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	186.12
			123136	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			123163	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			123212	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			123266	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			2013061	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
401192	DUFFY, DAWN A	05/20/2013	ART SUPPLIES 4/27	4/27/13 MICHAEL'S - ART SUPPLIES	0	66.68	242.26
			LOWES MICHAELS APR	4/13/13 LOWES - SEEDS MAG BOARD SUPPLIES 4/24/13 MICHAEL'S CHENILE	0	75.58	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PIPE CLN 4/28/13 MICHAEL'S METALLIC MARKERS 3/24/13 REALLY GOOD STUFF - EX VIEW PRIVACY SHIELD JR. REALLYGOODSTUFF APR 4/29/13 REALLY	0	100.00	
401193	EASTBAY	05/20/2013	76332	GIRLS SOCCER EQUIPMENT	4061213109	625.56	905.51
			76333	GIRLS SOCCER EQUIPMENT	4061213109	218.69	
			95494	GIRLS SOCCER EQUIPMENT	4061213109	61.26	
401194	FIRST STUDENT INC	05/20/2013	1080587	ASB TRANSPORTATION	0	3,148.55	3,148.55
401195	HANDS ON CHILDRENS MUSEUM	05/20/2013	1102	FOR INVOICE PURPOSES ONLY-DO NOT FAX: 3RD GRADE FIELD TRIP ON 5/3/2013 TO HANDS ON CHILDREN'S MUSEUM IN OLYMPIA	4031213019	640.00	640.00
401196	HONEY BUCKET	05/20/2013	1-645065	(2) Porta Potties for spring sports season	4051213069	299.00	299.00
401197	KIWANIS INTERNATIONAL	05/20/2013	KIWANIS K14249	Kiwanis International - Membership Dues - See attached P.O.	4061213299	144.00	144.00
401198	KNOWBUDDY	05/20/2013	K25470	FOR INVOICE PURPOSES ONLY: DO NOT FAX LIBRARY BOOKS - TINA RIDGE	4031213017	490.69	490.69
401199	LINDA L PEREZ	05/20/2013	WALGREENS 5/2	5/2/13 WALGREENS- THUMB DRIVE FOR YEARBOOK	0	18.59	18.59
401200	MAPLE VALLEY BOYS BOOSTER CLUB	05/20/2013	7TH ANNUAL TAHOMA	Maple Valley Boys Booster Club- Tournament Varsity Only Tahoma Summer Classic Invoice	4061213296	275.00	275.00
401201	NORTHWEST CASCADE INC	05/20/2013	1-649596	OPEN PO FOR THE 2012-2013 SCHOOL	4061213056	124.50	124.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401202	STEILACOOM SCHOOL DISTRICT	05/20/2013	261943	YEAR NOT TO EXCEED \$1,000.00 STUDENT OF THE MONTH 12 PIZZAS X \$9 WATER 50X \$0.50	0	133.00	454.50
			261944	CHERRYDALE MILITARY FAMILY FUN NIGHT 25 PIZZAS X \$9 \$5.50 X 13 DOZEN COOKIES \$5 X 5 GALLONS OF LEMONADE	0	321.50	
401203	TACOMA CONVENTION AND TRADE CE	05/20/2013	140517	STEIL Greater Tacoma Convention & Trade Center Prom for May 2014 Deposit by Class of 2015	4061213301	1,000.00	1,000.00
401204	WASHINGTON FCCLA	05/20/2013	3436	FCCLA STATE STAR EVENTS AND LEADERSHIP CONFERENCE	4061213240	1,295.00	1,295.00
15	Computer			Check(s) For a Total of			9,692.56

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	15	Computer	Checks For a Total of	9,692.56
Total For	15	Manual, Wire Tran, ACH & Computer	Checks	9,692.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,692.56

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: May 22, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: **x ACTION** **Approval of Administrative Personnel Action**

 INFORMATION

BACKGROUND INFORMATION:

The attached report includes the approval of one administrative supplemental contract to provide for transition leadership services.

RECOMMENDED DECISION:

Approve the attached Administrative Personnel Action Report.

Report prepared by:
District Staff

Steilacoom Historical School District No.1
Administrative Personnel Report

Personnel Report 5-22-13						
Name	Position	Hours	Location	Effective Date	Action	Amount
Weight Kathi	ED HR/SA		District Office	5/22/2013	supplemental contract	up to \$5,192.30

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 5-22-13							
Name	Position	FTE	Location	Effective Date	Actions	Stipend Amount	Comment
Brown Aimee	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	365.86	
Foyil Samantha	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	1,190.00	
Galligan Paul	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	2,014.14	
Haller Kyle	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	1,190.00	
Lowe Laura	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	1,190.00	
Nixon Julie	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	1,190.00	
Stewart Cathy	6th Grade Outdoor Ed		Pioneer	4/15/2013	Stipend	2,014.14	
Lewis Ami	Summer School Coordinator		SHS	5/22/2013	Stipend	1,913.40	60 hours
Haverkamp Cynthia	Summer School Coordinator		Pioneer	5/22/2013	Stipend	873.00	30 hours
Burns Barbara	Behavior Intervention Specialist	1.0	District	8/29/2013	New Hire		
Sabado Andrea	Kindergarten	1.0	Chloe Clark	6/12/2013	Resignation		
Carroll Paige	Math Teacher	1.0	SHS	6/12/2013	Resignation		

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 5-22-13							
Name	Position	Hours	Location	Effective Date	Action	Stipend Amount	Comment
Froehle Stefanie	Para Educator	1.5	Cherrydale	6/12/2013	Resignation		resigning 1.5 ferry supervisor

DONATIONS

Steilacoom Historical School District #1 is pleased to accept the following donation:

From: Scholastic Inc.

In the amount of: \$10,000.-

For the purpose of: Literary Development

Account Code: 0000-25-0000-127 Fund: General

Donations in the amount of \$2,500 or greater must be pre-approved by the board prior to use.

Board approval required? ☒ yes ☐ no

Board Date: 5.22.13

Donation approved by:

Director of Finance [Signature]

Date: _____

Superintendent [Signature]

Date: 5/17/13

Routing:

☐ Accounting Clerk (accept funds; complete form; copy check & attach to form; deposit)

☐ Director of Finance & Superintendent (Review; Approve; Sign)

☐ Director of Finance to forward donation form & check copy to Executive Assistant to the Superintendent for placement on next regularly scheduled board meeting for approval.

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: May 22, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: x **ACTION** Second Reading of Policy 3140, Release of Resident Students
 INFORMATION

BACKGROUND INFORMATION:

Policy 3140 was originally adopted in February 2008. WSSDA has since updated the policy with language requiring notification to families regarding enrollment choice options. Revisions to this policy are recommended to allow the superintendent to designate an authorizing signatory for student releases waiving out of the district.

FISCAL IMPLICATIONS:

None.

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve Policy 3140 as revised.

Report prepared by: Superintendent Bill Fritz

RELEASE OF RESIDENT STUDENTS

A student who resides within the boundaries of the district shall be *released* to 1) attend another school district, or 2) enroll for ancillary services, if any, in another district as specified in the parental declaration of intent to provide home-based instruction, provided the other district agrees to accept the student if:

- A. A financial, educational, safety or health condition affecting the student would be reasonably improved as a result of the transfer;
- B. Attendance at the school in the nonresident district is more accessible to the parent's place of work or to the location of child care; or
- C. There is some other special hardship or detrimental condition affecting the student or the student's immediate family which would be alleviated as a result of the transfer. Special hardship or detrimental condition includes, a student who becomes a resident of the district in mid-year may apply for a release to complete the current school year only in his or her former district of residence, if transferring mid-year would create a special hardship or detrimental condition.
- D. The student is a child of a full-time certificated school employee.

In all cases in which a resident student is released, the student or the student's parent(s) shall be solely responsible for transportation, except that a student may ride on an established district bus route if the superintendent or designee determines that the district would incur no additional cost.

A parent or guardian shall request the release of his/her child by completing the appropriate district form including the basis for the request and the signature of the superintendent, or his or her designee, of the school district which the student will attend.

The superintendent or designee shall grant or deny the request for release according to the above-stated criteria, and promptly notify the parent in writing of his/her decision.

If the request is granted, the superintendent or designee shall notify the nonresident district and make necessary arrangements for the transfer of student records.

If the request is denied, the superintendent shall notify the parent of the right to petition the board, upon five school business days prior notice, for review of the decision and to have a hearing before the board at its next regular meeting. Following the hearing by the board, a final decision shall be promptly communicated to the parent in writing.

If the request for release is denied by the board, the written decision shall inform the parent or guardian of the right to appeal such decision to the superintendent of public instruction.

Each school district board of directors annually will inform parents of the district's interdistrict enrollment options and parental involvement opportunities. Providing online access to the information satisfies the requirements of this policy unless a parent or guardian specifically requests information to be provided in written form.

Legal References: RCW 28A.225.220 Adults, children from other districts, agreements for attending school—Tuition

RCW 28A.225.225	Enrolling Children of Certificated and Classified School Employees
28A.225.230	Appeal from certain decisions to deny student's request to attend nonresident district — Procedure
28A.225.290	Enrollment options information booklet
28A.225.300	Enrollment options information to parents

Management Resources: *Policy News*, February 2001 Federal Budget Implicates Policy
Policy News, June 2003 Enrolling Children of School Employees

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 5.22.13

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: May 22, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: x **ACTION** Personnel: Approval of Contract for Saltar's Point Elementary Principal
 INFORMATION

BACKGROUND INFORMATION:

The Saltar's Point Elementary Principal position was posted in mid-April and advertised through multiple sources. A staff and community survey was administered and used to guide the selection process.

Paper screening was conducted by a team that included Executive Director Kathi Weight and school staff members.

Interviews were conducted on Saturday, May 4th by a representative team of staff members and a diversity team member. The district leadership team and one building principal from another building also interviewed the same 6 candidates. Two individuals were nominated as finalists and thorough reference checks were completed.

A community forum was conducted on May 9th with the two finalists. The community response to Mr. Clauson's candidacy was extremely favorable.

As a result of the process and reference checks, the Superintendent recommends Mr. Alexander Clauson to serve as the principal of Saltar's Point Elementary School. Mr. Clauson is currently serving as the Assistant Principal of Sequoyah Middle School in the Federal Way School District. He previously held positions of dean of students, middle school mathematics teacher, and elementary school teacher in the Federal Way School District. Mr. Clauson has previous 4th and 5th grade teaching experience at an International School in Latvia, and he began his career in the Port Townsend School District. Mr. Clauson earned his Bachelor's Degree at University of Puget Sound in Elementary Education and his Master's in Educational Administration from Heritage College.

The process that has been administered is consistent with Board policy, and the Superintendent is confident that Alexander Clauson will be a successful principal at Saltar's Point Elementary School.

RECOMMENDED DECISION:

It is the recommendation of the Superintendent that the Board approve issuance of an administrative contract to Alexander Clauson for the position of Saltar's Point Elementary School Principal to commence on July 1, 2013.

Report prepared by: Superintendent, Bill Fritz

Management Review Action Plan

Purpose

To enhance student learning through providing effective support, service, and leadership to our school community.

Process

During fall of 2012, as part of the Board approved Superintendent goals, a management review of the central office was conducted by WASA (Washington Association of School Administrators). This process involved interviewing all central office personnel, Association leadership, teachers, principals, and school secretaries to identify the effectiveness of district-wide support services and staffing levels. The team also reviewed relevant documents related to district support and compliance functions.

The review was comprehensive, including looking at data comparisons with ten other like-size districts. These districts are Aberdeen, Anacortes, Centralia, Clarkston, East Valley (Yakima), Ellensburg, Prosser, Quincy, Riverview, and Tukwila, ranging in size from 2572 FTE to 3390 FTE (Steilacoom had 2981 FTE at the time of the comparison). The report indicated organizational satisfaction with teaching and learning support, visibility of central administrators, the educational vision of the district and human resources support. The report indicated remarkable commonality between all stakeholders regarding our vision and purpose – providing the best education for every student.

The report indicated lack of satisfaction with the level of support provided to buildings, specifically with regards to timeliness of responses to inquiries and sub-standard customer service. The report also spoke to frequent turnover of central personnel, and a feeling of frustration amongst employees' inability to satisfactorily meet the needs of the district office's clients, its schools. Related to the turnover, school secretaries (the primary means of communication between school buildings and the central office) indicated difficulty keeping track of who in the central office does what functions.

The report also demonstrated, using data, that the central office is more minimally staffed than comparable districts (4 central administrators in Steilacoom with an average of 5.15 in the comparison districts) and spends less than other districts on central administration (for example, 5.5% of Steilacoom's budget is spent on central functions, while the average of the 10 districts is 6.2%). This data is not surprising due to the rapid growth of the district's student population and number of classrooms; central functions likely have not expanded at the same rate. In looking at the staffing levels, the ability of central personnel to provide effective support has been hindered, during a time of increasing regulation from the State and Federal government.

Knowing that a need to provide efficient and effective central support may require additional resources, and operating under the belief that, "schools come first," efforts have been made to ensure that school staffing needs are sufficient prior to implementation of any central changes. Many school staffing

enhancements are underway. This report indicates plans to complete district-wide support services structures, providing effective and efficient support to our employees, students, parents, and community.

The review has been reviewed by the Central Administrative Team and individual members of the Board of Directors. Proposed actions (listed here) have been discussed with all central office employees, and an action plan is being pursued. A conversation has also occurred with our district's Associations, who represent certificated and classified employees in schools and support worksites.

Recommended Actions

- 1) Replace Dean of Students position with assistant principals at Chloe Clark Elementary and Saltar's Point Elementary. Assign the Saltar's Point Elementary assistant principal the responsibility for leadership of the Anderson Island School.

Purpose: Enhance support for teachers at each school in the areas of professional development, coaching, supervision/evaluation (with the new state evaluation system), and student management. Will improve leadership attention at Anderson Island School and will allow the district instructional administrator more time to focus on district-wide curriculum and professional development infrastructure.

Training: Require principal credential for assistant principals. Assign mentorship by experienced district administrators. Train newly hired assistant principals in teacher evaluation system through RIG grant. (Current Student Achievement/Human Resources Executive Director to coordinate)

- 2) Establish a position of Assistant Superintendent with salary equivalent to the current Executive Director for Human Resources and Student Achievement. Responsibilities include human resources, labor relations, staff ADA compliance, risk management, and supervision of the teaching and learning department. At the discretion of the Superintendent, this person may also supervise some school principals.

Purpose: The roles and responsibilities of the current Executive Director have a broader scope than the other Executive Director positions, and the person occupying this position already receives different compensation from the other two positions. The position, under the proposed model would supervise a director.

Training: The incumbent is already successfully fulfilling these responsibilities, so normal ongoing professional development is the only need. Since the current Executive Director for Human Resources and Student Achievement will be serving as Interim Superintendent for one year, training needs for an interim would be assessed upon selection and provided by the Interim Superintendent.

- 3) Post and Hire a Director for Teaching and Learning. This position has chief responsibility for curriculum, instruction, assessment, highly capable programs and professional development. Position answers directly to the Assistant Superintendent with compensation comparable to an elementary principal (less than an Executive Director). This person assumes supervision of curriculum/assessment, instructional coaching, Federal grants, and Title/LAP/ELL services.

Purpose: Currently a single person leads these tasks, along with human resources, supervision of elementary principals, supervision of technology, and supervision of Anderson Island. As a result, when human resources tasks occur, other areas of responsibility must be set aside. Our organizational reason for existence is student learning, and specific attention must be provided to these areas in support of our teachers and classified staff. This will also allow for further classified professional development offerings.

Training: Must possess administrative credentials (principal experience and/or curriculum leadership experience needed as well). Current Executive Director for Student Achievement/Human Resources will support. Current Executive Director for Student Services and Finance Executive Director will support (especially with grant compliance).

- 4) Assign direct supervision and evaluation of technology staff to the Network Manager. Assign instructional technology program, vision, and direction and supervision of the Network Manager to the Teaching and Learning Director.

Purpose: Closely align technology equipment, software, vision and needs with student achievement goals. Provide technology team supervision at a level more familiar with the day-to-day operation. Provide a single point of accountability and responsibility for technology-related work-product and service.

Training: Provide training for network manager regarding staff supervision and evaluation. (Teaching and Learning Director to Coordinate).

- 5) Assign oversight and coordination of Capital Projects to the Superintendent.

Purpose: Capital Projects, with three major projects being initiated, will need specific attention of the Superintendent.

Training: The Interim Superintendent will establish a network for capital projects logistical support and will identify a mentor to assist her with learning in this area.

- 6) Assign a temporary classified position (10 hrs/week) to perform capital projects accounting, fiscal processes, transactions, and purchase orders. This position will cease when all three projects currently being planned are complete (Transportation Facility, District Office, and Classrooms at Saltar's Point). This may be extended for short duration if other major additions of classrooms are initiated.

Purpose: With an increase in capital projects expenditures, fiscal compliance is necessary and is not fully handled by the project managers. Additionally, work of outside contracted project managers must have a "check and balance." Procurement processes must be complied with and this work is beyond the scope of the normal duties of the finance department.

Training: Must be trained in capital projects bid, procurement, budgeting, and coding requirements (by new Exec. Director for Finance and Operations with support from ESD and outside support).

- 7) Provide three hours of clerical support for data reporting, including Skyward (in support of school-based secretaries) and student records.

Purpose: School secretaries need a "go to" person for Skyward support (this existed previously and has been discontinued). Additionally, data and records compliance is an area for improvement, with new OSPI accountability and reporting systems being initiated in spring of 2013.

Training: To be provided by current Student Records Manager

- 8) Maintain responsibility for budget, finance, secretarial and principal budget support, maintenance, transportation, and food service with the Executive Director for Finance and Operations position.
- 9) Maintain responsibility for special education, Title IX, student discipline systems and hearings, preschool, nurses, counselors, handbooks, student ADA compliance, 504's, Harassment/Intimidation/Bullying Prevention, and professional development related to special services with the Executive Director for Student Services.
- 10) Assign supervision of student registration functions to the Executive Director for Student Services and move student registration for high school students to the district-wide registration office.

Purpose: Each of the recommended areas are interrelated and should be managed as a system. Registration often raises equity and civil rights questions, must be "coded" correctly, and allows for efficient intake of special needs students. Allows more time for clerical staff at SHS.

Training: through ESD and by Student Services Executive Director.

- 11) Continue principal supervision for related service special education personnel with support from the Executive Director for Student Services (psychologists, OT, PT, etc.).

Purpose: Principals have ongoing day-to-day contact with these personnel. With the addition of assistant principals, evaluation load for principals will be more reasonable.

- 12) Move volunteer background checks and recruiting to the building level (complete).

Purpose: The high school needs the most volunteer support and maintenance of this program at the building allows for better school-based communication.

- 13) Continue the process of remodeling the District Office to enhance proximity and communication between and within workgroups.

- 14) Retain remaining positions "as is".

- 15) When these improvements are complete, publish contact information by area of responsibility on the website, provide information to all district staff, and hold a face-to-face training with secretaries and principals to teach the structure. The structure must remain constant for several years.

Purpose: Employees and the public will have predictability in central office services, personnel, and structures.

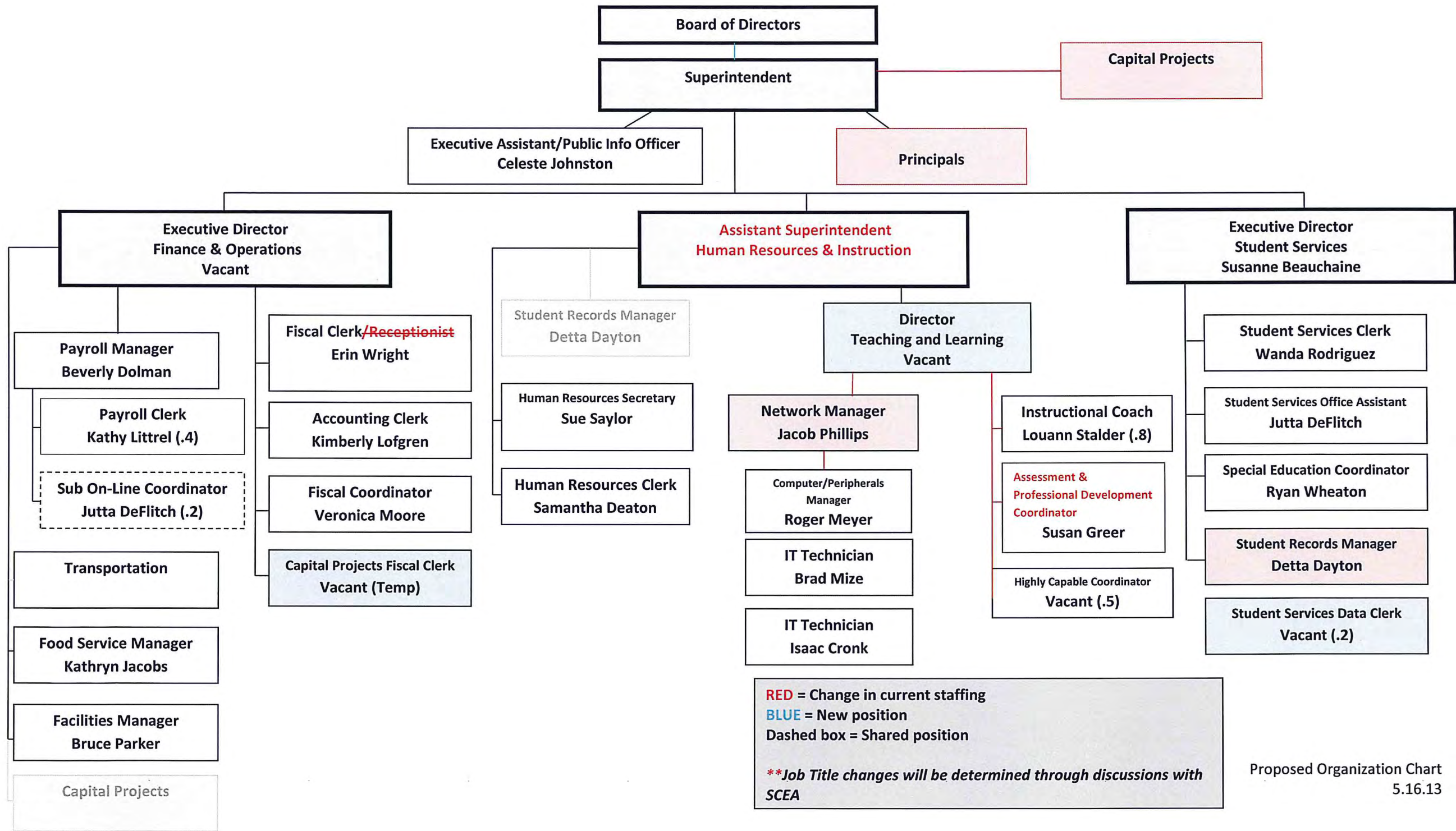
Fiscal Implications

These changes, to be implemented in fall of 2013, keep the percentage of overall budget spent on central support functions under 5.9%. Six of the ten comparison districts would still exceed Steilacoom's central function expenditures.

Our district fund balance status has allowed us to meet staffing needs for school buildings (presented to the Board of Directors on February 13, 2013) and central support functions (described here) and provide competitive wages (in the process of good faith negotiations). With these changes, the budget allows for increased classroom-based staffing levels beyond 2013-14 (now that a plan has been created to alleviate space concerns at Cherrydale and Saltar's Point Elementaries).

Appendix A—District Comparison Chart

District	Enrollment	Certificated Administrative FTE	Certificated Administrative Staff per 1000 FTE Enrollment	Certificated & Classified Office Administrative FTE	% of Total Budget Expenditures for Central Administration
Aberdeen	3176	15.0	4.7	6.5	4.9%
Anacortes	2607	11.2	4.3	4.0	5.8%
Centralia	3390	14.0	4.1	4.5	5.5%
Clarkston	2610	11.0	4.2	5.0	6.0%
East Valley (Yakima)	2774	10.0	4.1	4.0	6.3%
Ellensburg	2881	11.2	3.9	5.0	5.9%
Prosser	2795	11.6	4.1	4.0	6.0%
Quincy	2572	10.5	4.1	4.0	8.6%
Riverview	3123	14.0	4.1	6.5	6.9%
Tukwila	2846	12.0	4.2	8.0	6.5%
Average 10 Districts	2877	11.9	4.1	5.15	6.2%
Average 27 Districts	3000-4999				6.2%
Average 27 Districts	2000-2999				6.3%
Average All State Districts					5.7%
Steilacoom	2981	11.0	3.5	4.0	5.5%



Proposed Organization Chart
5.16.13

**STEILACOOM HISTORICAL SCHOOL DISTRICT #1
BOARD MEETING SCHEDULE
2012 - 2013 SCHOOL YEAR**

Meeting Date	Meeting Type	Location	Time
9/12/2012 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00P.M.
9/26/2012 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
10/10/2012 - Wednesday	Regular Business Meeting	Anderson Island Elementary	6:30 P.M.
10/24/2012 - Wednesday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
11/14/2012 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
11/28/2012 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
12/12/2012 - Wednesday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
1/9/2013 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
1/23/2013 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
2/13/2013 - Wednesday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
2/28/13 - Thursday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
3/13/2013 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
3/28/2013 - Thursday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
4/10/2013- Wednesday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
4/25/2013 - Thursday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
5/8/2013 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
5/22/2013 - Wednesday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
6/12/2013 - Wednesday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
6/27/2013 - Thursday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
7/11/2013 - Thursday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
7/25/2013 - Thursday	Regular Business Meeting	Steilacoom High School Library	7:00 P.M.
8/8/2013 - Thursday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.
8/22/2013 - Thursday	Regular Business Meeting	Pioneer Middle School Library	7:00 P.M.

**Change 6/27/13 meeting to
6/20/13 meeting date**