



## Regular Meeting Agenda

**Steilacoom High School 54 Sentinel Drive Steilacoom, Washington**

**STUDY SESSION:** The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss 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.

3/11/2015 7:00 PM

### **I. CALL TO ORDER**

**(Action)**

- 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. PRESENTATION - Classified Employees Recognition**

**(Information)**

Presenter: Kathi Weight

Classified School Employee Proclamation-2015.pdf (p. 4)

### **IV. REPORTS**

#### **1. Legislative Update**

**(Information)**

Presenter: Dick Muri

#### **2. Winter Athletics Report**

**(Information)**

Presenter: John Nystrom and Mike Miller

### **V. APPROVAL OF MINUTES**

**(Action)**

Minutes 2.25.15.pdf (p. 5)

## **VI. 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 February & March 2015 Accounts Payable & February 2015 Payroll.pdf (p. 9)  
Approval of Certificated Personnel Report.pdf (p. 72)  
Approval of Co-Curricular Personnel Report.pdf (p. 73)  
Approval of SHS FCCLA Trip.pdf (p. 74)

## **VII. OLD BUSINESS**

### **1. Second Reading of Management Series Policies 6881, 6883, 6890 and 6895**

**(Action)**

Presenter: Jim Brittain

Second Reading Management Series Policies 6881 6883, 6890 and 6895.pdf (p. 75)

## **VIII. NEW BUSINESS**

### **1. First Reading of Management Series Policies 6900 and 6905**

**(Action)**

Presenter: Jim Brittain

First Reading Policies 6900 Facilities Planning and 6905 Site Acquisition.pdf (p. 84)

### **2. First Reading of Management Series Policies 6910, 6920 and 6925**

**(Action)**

Presenter: Jim Brittain

First Reading Policies 6910 Construction Financing, 6920 Construction Design and 6925 Architect & Engineering Services.pdf (p. 88)

### **3. First Reading of Policy 2340 Religious-Related Activities and Practices**

**(Action)**

Presenter: Susanne Beauchaine

First Reading Policy 2340 Religious-Related Activities Practices.pdf (p. 94)

### **4. School Board Retreat**

**(Information)**

## **IX. 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.

## **X. BOARD COMMUNICATION**

**(Information)**

## **XI. ANNOUNCEMENTS**

**(Information)**

## **XII. RECESS TO EXECUTIVE SESSION**

### **XIII. EXECUTIVE SESSION**

**(Executive Session)**

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

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

### **XIV. RETURN TO PUBLIC SESSION**

### **XV. ADJOURNMENT**

**(Action)**

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

# The State of Washington



## Proclamation

**WHEREAS**, classified school employees are involved in nearly every aspect of education – maintaining buildings and grounds, preparing and serving meals, keeping school facilities clean and orderly, assisting in the classroom, performing and conducting research activities, providing information technology and media services, administrative support functions, safe transportation, a secure and healthy environment, and many other specialized services; and

**WHEREAS**, these dedicated individuals deserve recognition and thanks for the outstanding work they are doing for this state, their communities, and the students enrolled in Washington's public schools and universities; and

**WHEREAS**, there are nearly 50,000 classified school employees working with and helping students in Washington's universities and public schools; and

**WHEREAS**, classified school employees are instrumental in the state's responsibility to educate all students; and

**WHEREAS**, by supporting the learning environment, classified school employees are crucial partners with professors, teachers, parents, administrators, and school boards in our education system;

**NOW THEREFORE**, I, Jay Inslee, Governor of the state of Washington, do hereby proclaim March 9-13, 2015 as

### *Classified Public School Employee Week*

in Washington, and I urge all people in our state to join me in this special observance.

Signed this 12<sup>th</sup> day of February, 2015

A handwritten signature in blue ink, appearing to read "Jay Inslee", is written over the printed name of the Governor.

Governor Jay Inslee





## **Regular Meeting Minutes**

Wednesday, 2/25/2015

Pioneer Middle School 17502 Bob's Hollow Lane DuPont, WA

### **I. CALL TO ORDER**

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

Principal Hay led the Pledge of Allegiance.

All Directors and Superintendent Weight were present.

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

### **II. COMMENTS FROM THE AUDIENCE**

No comments.

### **III. PRESENTATION - Pioneer Middle Choral**

Choral Director Katherine Elshire led the Pioneer Middle School Advanced Girls' Choir in a performance. Ms. Elshire announced participants in the Washington Music Educators Association All State Choir as 6<sup>th</sup> graders Ashley Marchant, Sophia Palacios; 7th graders Caleb Colbert, Riley Gautier, Lindsey Marchant, Zoe Bonaconti; 8th graders Helaina Kaufmann, Sariah Crow, Josiah Hampton, Kyla Raygor, Sai Ruiz and Sanchel Santos. She announced the March 14 Solo and Ensemble contest at Charles Wright Academy and March 24 District Choral Festival, 6:30 pm at Lagerquist Hall, Pacific Lutheran University.

Chair Scott introduced Antoinette Walker, Education Liaison, JBLM.

### **IV. PRESENTATION - WA State K-12 Learning Standards (CCSS for Math & ELA)**

Executive Director Harvey updated the Board on Common Core Standards for Math and English Language Arts (now known as Washington State K-12 Learning Standards) myths and facts. New assessments, being administered this spring, were reviewed.

### **V. REPORTS**

#### **a. Financial Report**

Executive Director Brittain updated the Board on the January 2015 general, capital projects, debt service, ASB and transportation fund balances.

## **b. Facilities and Operations Report**

Executive Director Brittain gave updates on the high school classroom remodel, hydro seeding at District Administration Center and the grounds work completed at Cherrydale and Chloe Clark to eliminate safety hazards.

## **c. Safety Update**

Jesus Villahermosa and Marci Scott presented an update on the school safety enhancements implemented this past year. Accomplishments in the communication arena (radios) and common language (incident command system charts) were highlighted. A coordination toolkit is being created, specific to the District.

## **d. Legislative Update**

Director Denning reviewed his Legislative report.

## **VI. APPROVAL OF MINUTES**

Director Forbes made a motion to approve the February 11, 2015 meeting minutes; Director Pierce seconded the motion and the motion passed (5/0).

## **VII. CONSENT AGENDA**

Director Wong made a motion to approve the Consent Agenda which included attached personnel reports, accounts payable and payroll; Director Denning seconded the motion and the motion passed (5/0).

## **VIII. OLD BUSINESS**

### **a. Second Reading of Management Series Policies 6700 Nutrition and Fitness**

Director Denning made a motion to approve policies 6700 Nutrition and Fitness, 6800 Safety, Operations and Maintenance of School Property, 6801 Capital Assets and Theft Sensitive Assets, 6810 Energy Management, Education and Conservation, 6882 Sale of Real Property, 2145 Suicide Prevention, 3115 Homeless Students Enrollment Right's and Services, and 3417 Catheterization; Director Pierce seconded the motion and the motion passed (5/0).

### **b. Second Reading of Management Series Policies 6800 and 6801**

### **c. Second Reading of Management Series Policies 6810 and 6882**

### **d. Second Reading of Policy 2145, Suicide Prevention**

### **e. Second Reading of Policy 3115 Homeless Students Enrolling Rights and Services**

### **f. Second Reading of Policy 3417 Catheterization**

## **IX. NEW BUSINESS**

### **a. First Reading of Policy 6881, Disposal of Surplus Equipment and Materials**

Director Denning made a motion to move Policy 6881 to a second reading; Director Pierce seconded the motion and the motion passed (5/0).

### **b. First Reading of Management Series Policies 6883, 6890 and 6895**

Director Forbes made a motion to move policies 6883 Closure of Facilities, 6890 State Environmental Policy Act Compliance and 6895 Pesticide Notification, Posting and Record Keeping to a second reading; Director Denning seconded the motion and the motion passed (5/0).

### **c. Approval of 2015-16 School Year Calendar**

Director Pierce made a motion to approve the 2015-16 school year calendar; Director Forbes seconded the motion and the motion passed (5/0).

## **X. COMMENTS FROM THE AUDIENCE**

No comments.

## **XI. BOARD COMMUNICATION**

Director Denning communicated with Representative Dick Muri regarding the legislative session.

## **XII. ANNOUNCEMENTS**

- Superintendent Weight announced that the District, in partnership with Eatonville and Rochester School Districts were awarded a Math and Science Grant approval for up to \$800,000 in professional development for teachers.
- Chair Scott announced that the Steilacoom High Boys Swim and Dive Team placed 2<sup>nd</sup> at the district meet and 5<sup>th</sup> at the state meet. Junior James Scott set a new state record in the 100 breast stroke making him the 2nd fastest breaststroker in the state. He is an All American consideration swimmer.

## **XIII. RECESS TO EXECUTIVE SESSION**

Chair Scott recessed the public meeting to executive session at 8:54 pm.

## **XIV. EXECUTIVE SESSION**

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

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

No decisions made.

## **XV. RETURN TO PUBLIC SESSION**

Chair Scott resumed the public session meeting at 9:25 pm.

## **XVI. ADJOURNMENT**

Director Forbes made a motion to adjourn the meeting at 9:25 pm; Director Pierce seconded the motion and the motion passed (5/0).

\_\_\_\_\_  
(Secretary/Superintendent)

\_\_\_\_\_  
(Chair)

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\_\_\_\_\_



# 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 11, 2015

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.

James E. Brittain, CPA, Executive Director 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
<b>GENERAL FUND:</b>					
February 24, 2015	Accounts Payable	116459	to	116459	\$ 564.18
February 24, 2015	Accounts Payable	116460	to	116460	\$ 35,953.03
February 25, 2015	Accounts Payable	116461	to	116462	\$ 239.75
February 25, 2015	Accounts Payable	116463	to	116498	\$ 57,537.05
February 27, 2015	A/P - Void	multiple checks			\$ (253.62)
February 27, 2015	A/P - Void	multiple checks			\$ (326.70)
February 27, 2015	Payroll	800605	to	800610	\$ 11,744.58
February 27, 2015	Payroll A/P	116432	to	116458	\$ 559,140.72
February 27, 2015	Payroll Taxes				\$ 338,824.09
February 27, 2015	Direct Deposit				\$ 938,990.99
March 2, 2015	Accounts Payable	116499	to	116499	\$ 500.00
March 4, 2015	Accounts Payable	116500	to	116524	\$ 355,305.41
March 4, 2015	Accounts Payable	116525	to	116527	\$ 113.68
<b>TOTAL GENERAL FUND:</b>					<b>\$ 2,298,333.16</b>

## **CAPITAL PROJECTS FUND:**

February 25, 2015	Accounts Payable	200253	to	200253	\$ 399.39
February 26, 2015	Accounts Payable	200254	to	200256	\$ 292,620.19
March 5, 2015	Accounts Payable	200257	to	200258	\$ 5,563.80
<b>TOTAL CAPITAL PROJECTS FUND:</b>					<b>\$ 298,583.38</b>

## **ASSOCIATED STUDENT BODY FUND:**

February 24, 2015	Accounts Payable	402139	to	402139	\$ 60.70
February 25, 2015	Accounts Payable	402140	to	402140	\$ 19,503.27
February 26, 2015	Accounts Payable	402141	to	402144	\$ 2,212.56
March 2, 2015	A/P - Void	multiple checks			\$ (249.04)
March 4, 2015	Accounts Payable	402145	to	402145	\$ 24,425.76
March 4, 2015	Accounts Payable	402146	to	402150	\$ 170.20
March 5, 2015	Accounts Payable	402151	to	402158	\$ 12,474.08
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>					<b>\$ 58,597.53</b>

## **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

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$25,415.86. The payments are further identified in this document.

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

Warrant Numbers 116351 through 116351, totaling \$25,415.86

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
116351	GOOD CHEVROLET INC	02/09/2015	117193	CHEVY EXPRESS VAN G35000 2012 PURCHASE	101415100	25,415.86	25,415.86

1	Computer	Check(s) For a Total of	25,415.86
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	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	25,415.86
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	25,415.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25,415.86

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$82.55. The payments are further identified in this document.

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

Warrant Numbers 116352 through 116355, totaling \$82.55

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
116352	HAWTHORNE, EDWINA	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / D. BROWN	0	7.65	7.65
116353	HOLLY, LEAH	02/10/2015	REFUND LIBRARY	REFUND LIBRARY LOST BOOKS / I. HOLLY	0	16.00	16.00
116354	LAKE, ANDREA	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / J. LAKE & T. LAKE	0	47.90	47.90
116355	WALSTON, ASHLEY	02/10/2015	REFUND FOOD SVC	REFUND FOOD SVC / B. WALSTON	0	11.00	11.00
				4 Computer	Check(s) For a Total of		82.55

	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
	4	Computer	Checks For a Total of	82.55
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	82.55
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	82.55

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$349,643.39. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116356 through 116407, totaling \$349,643.39

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
116356	ALBERS & COMPANY INC	02/12/2015	1122	ALBERS AND COMPANY INC FY 1415 OPEN PO	81415038	2,775.66	2,775.66
116357	ALBERTSONS - CTE ADVANTAGE CAR	02/12/2015	6030375100161345	SHS ALBERTSONS FACSE- OPEN PO NOT TO EXCEED \$5,000	141415005	833.76	833.76
116358	ALPINE PRODUCTS INC	02/12/2015	TM-146267	30 EA ATHLETIC FIELD WHITE AEROSOL 20 OZ WATERBASE	101415103	1,739.41	1,739.41
116359	BATTERIES PLUS	02/12/2015	245-347248	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	170.69	170.69
116360	CAREERSTAFF UNLMTD - SEATTLE	02/12/2015	28427-236610	Jackie Muir, Contracted OT position for the 2014-2015 school year.	91415004	1,674.00	1,674.00
116361	CARTRIDGE WORLD	02/12/2015	35712	OPEN P.O. FOR TONER CARTRIDGES FOR PRINTER	2371415011	61.25	61.25
116362	CDWG INC.	02/12/2015	SF63802 SH19356	Carts for Chromebooks Item number 1468632 -Type to Learn 4 - Agents of Information Site License - box pack	111415043 271415021	7,120.90 875.15	7,996.05
116363	CHERRYDALE PRIMARY SCHOOL	02/12/2015	0001	CHERRYDALE MILITARY VOLUNTEER LUNCHES	0	122.00	122.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				-- ACCT.			
				#CHERRMIL000			
116364	COASTWIDE LABORATORIES	02/12/2015	GT2741470	OPEN PURCHASE	101415011	58.58	2,417.60
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			GT2741769	OPEN PURCHASE	101415011	333.02	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			GT2742133	OPEN PURCHASE	101415011	261.48	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			GT2742190	OPEN PURCHASE	101415011	22.83	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2741126-1	OPEN PURCHASE	101415011	2.25	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2741470	OPEN PURCHASE	101415011	279.09	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2741470-1	OPEN PURCHASE	101415011	17.39	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2741769	OPEN PURCHASE	101415011	364.41	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2741770	OPEN PURCHASE	101415011	32.86	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2742133	OPEN PURCHASE	101415011	229.67	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2742190	OPEN PURCHASE	101415011	816.02	
				ORDER 2014-2015			
				FOR CUSTODIAL			
				SUPPLIES			
116365	COLLEGE BOARD PUBLICATIONS	02/12/2015	EA57142025	SpringBoard ELA	0	676.31	676.31
				Grade 9-11			
				Teacher Editions			
				& Site Licenses			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116366	CONSOLIDATED ELECTRICAL DIST	02/12/2015	8541-785390	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	200.33	200.33
116367	CRISIS REALITY TRAINING	02/12/2015	133	PHASE 1 - SITE ASSESSMENTS/PLAN REVIEW	81415032	9,375.00	9,375.00
116368	CULLIGAN	02/12/2015	201502380587	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	43.10	92.52
			201502400885	OPEN PURCHASE ORDER 2014-2015 FOR WATER	101415012	49.42	
116369	DELL COMPUTER CORPORATION	02/12/2015	XJJ4K3PK8	Office 2013 for SHS Laptops **NOTE: original warrant was never redeemed -- this is a re-issue to pay invoice**	111314058	4,404.44	4,404.44
116370	DSHS:ACCOUNTS RECEIVABLE CIBS	02/12/2015	0975-81780	BUS FUEL SUPPLY FOR FY1415 OPEN PO	81415055	5,186.13	5,186.13
116371	ELEY, THERESA L	02/12/2015	MUTUAL BENEFITS	MUTUAL BENEFITS REIMBURSEMENT FOR WA STATE LIBRARY MEDIA ASSOC FALL CONFERENCE	0	109.00	109.00
116372	ESD 113	02/12/2015	0000028006	CRISC SERVICES FOR FY1415 OPEN PO	81415056	11,621.80	11,621.80
116373	FIRST STUDENT INC	02/12/2015	11044765	OPEN PO FOR FIRST STUDENT BUS CHARGES	81415077	86,330.94	86,330.94
116374	H & B FUEL-TOPSOIL	02/12/2015	59633	OPEN PURCHASE ORDER 2014-2015 FOR SUPPLIES	101415017	986.79	986.79
116375	HAROLD LEMAY ENTERPRISES	02/12/2015	5958688	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY ENTERPRISES OPEN PO / Cherrydale 1201 Galloway Street	81415047	306.23	3,163.92
			5958779	DISTRICT WIDE GARBAGE/RECYCLING SVCS FY 1415 HAROLD LEMAY	81415047	1,563.24	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ENTERPRISES OPEN			
				PO / SHS 54			
				Sentinel Drive			
			5958828	DISTRICT WIDE	81415047	440.50	
				GARBAGE/RECYCLING			
				SVCS FY 1415			
				HAROLD LEMAY			
				ENTERPRISES OPEN			
				PO / Saltar's			
				Point 908 3rd St.			
			5958956	DISTRICT WIDE	81415047	813.60	
				GARBAGE/RECYCLING			
				SVCS FY 1415			
				HAROLD LEMAY			
				ENTERPRISES OPEN			
				PO / Chloe Clark			
				1700 Palisade			
				Blvd.			
			5959730	DISTRICT WIDE	81415047	40.35	
				GARBAGE/RECYCLING			
				SVCS FY 1415			
				HAROLD LEMAY			
				ENTERPRISES OPEN			
				PO / 601 Chambers			
				Street			
116376	HEWLETT PACKARD	02/12/2015	55258226	Laptop carts for	81415113	12,556.93	16,059.42
				SHS			
			55441924	Computers for SHS	111415039	3,502.49	
				new classrooms			
116377	HORIZON	02/12/2015	3N049492	OPEN PURCHASE	101415022	759.24	1,270.25
				ORDER 2014-2015			
				FOR SUPPLIES			
			3N049579	OPEN PURCHASE	101415022	511.01	
				ORDER 2014-2015			
				FOR SUPPLIES			
116378	HUMANUS CORPORATION	02/12/2015	2015-2319	Health Services -	91415018	1,500.00	8,580.00
				For LPN position			
				at Pioneer			
			2015-2324	Jonathan Golle,	91415002	2,960.00	
				Contracted			
				Psychologist			
				position.			
			2015-2344	Jonathan Golle,	91415002	2,960.00	
				Contracted			
				Psychologist			
				position.			
			2015-2362	Health Services -	91415018	1,160.00	
				For LPN position			
				at Pioneer			
116379	KING COUNTY DIRECTORS ASSN	02/12/2015	3880125	copy paper -	2371415014	629.04	629.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116380	LEADER SERVICES	02/12/2015	WA08238	order for school year 2014-15 Transactions for January 2015 @ \$1.40/transaction	0	53.20	53.20
116381	LEMAY MOBILE SHREDDING	02/12/2015	4423402	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / 511 Chambers Street	81415049	63.00	91.80
			4425199	LEMAY MOBILE SHREDDING SVCS FY 1415 OPEN PO / 1700 Palisade Blvd.	81415049	28.80	
116382	LES SCHWAB TIRES	02/12/2015	30500236085	OPEN PURCHASE ORDER 2014-2015 FOR PARTS & SERVICE	101415029	140.58	155.90
			30500236086	OPEN PURCHASE ORDER 2014-2015 FOR PARTS & SERVICE	101415029	15.32	
116383	MVP PHYSICAL THERAPY, INC	02/12/2015	129	SHS MVP PHYSICAL THERAPY ATHLETIC TRAINING SERVICES OPEN PO	81415107	2,040.00	2,040.00
116384	NORTHWEST CASCADE INC	02/12/2015	3006921	CLEANING OF CHEMICAL SEPARATORS AT STEILACOOM HIGH AND PIONEER MIDDLE SCHOOL	101415101	1,858.71	3,761.08
			3006922	CLEANING OF CHEMICAL SEPARATORS AT STEILACOOM HIGH AND PIONEER MIDDLE SCHOOL	101415101	1,902.37	
116385	NORTHWEST TEXTBOOK DEPOSITORY	02/12/2015	114-223-970	BIG IDEAS MATH 6TH GRADE REGULAR GREEN AND MATH 8TH GRADE REGULAR BLUE TEXTBOOKS	271415022	3,540.87	3,540.87
116386	O'REILLY AUTO PARTS	02/12/2015	155089	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SUPPLIES	101415037	213.04	213.04
116387	PIERCE COUNTY REFUSE	02/12/2015	5953273	OPEN PO FOR GARBAGE AND RECYCLING /	81415084	154.90	165.96

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Anderson Island Elementary			
			5954757	OPEN PO FOR GARBAGE AND RECYCLING / Pioneer MS 1750	81415084	11.06	
116388	PIERCE COUNTY SEWER	02/12/2015	00858625	Bobs Holow Ln PIERCE COUNTY SEWER SVCS FY 1415 OPEN PO	81415046	161.46	342.82
			01354221	PIERCE COUNTY SEWER SVCS FY 1415 OPEN PO	81415046	181.36	
116389	PORTER FOSTER RORICK LLP	02/12/2015	103542	OPEN PO FOR LEGAL SERVICES FY1415 WITH PORTER FOSTER RORRICK LLP	81415034	13,337.00	13,337.00
116390	POSADA, ADRIANA	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	184.80	184.80
116391	PRECISION CONCRETE CUTTING	02/12/2015	W15008	TRIP HAZARD REMOVAL WORK PER PROPOSAL DATED 1-7-2015	101415098	927.58	927.58
116392	PUGET SOUND ENERGY	02/12/2015	200002143960	PUGET SOUND ENERGY FY 1415 ELECTRICITY OPEN PO / 1750 Bob's Hollow Lane	81415039	13,152.09	23,120.48
			200023874882	PUGET SOUND ENERGY FY 1415 ELECTRICITY OPEN PO / 1700 Palisade Blvd.	81415039	9,968.39	
116393	RIVIERA COMMUNITY CLUB	02/12/2015	SC/100	WATER USAGE FOR ANDERSON ISLAND	81415088	5.72	5.72
116394	SECURE PACIFIC CORP	02/12/2015	41769	MONITORING SERVICES FOR STEILACOOM DISTRICT	101415001	1,940.88	1,940.88
116395	SHAFFER, DEBBEE R	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	119.45	119.45
116396	SODEXO INC & AFFILIATES	02/12/2015	1000835075	OPEN PO FOR FOOD SERVICE - DO NOT FAX	81415104	82,427.20	82,427.20
116397	SUNBELT STAFFING	02/12/2015	6839574	Jacqueline Diaz, Contracted Psychologist	91415003	2,800.00	2,800.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
116398	TACOMA SCHOOL DISTRICT	02/12/2015	IN00000738	position. Tuition for out of District students served by Tacoma School District.	91415011	30,728.00	30,728.00
116399	TANNER ELECTRIC	02/12/2015	733.07	ANDERSON ISLAND FY1415 TANNER ELECTRIC OPEN PO	81415044	733.07	733.07
116400	TED BROWN MUSIC CO	02/12/2015	1396223	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	66.25	265.68
			1396227	Open p.o. for instrument repairs	2371415039	51.47	
			1409875	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	33.09	
			1418450	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	41.50	
			1441060	Open p.o. for instrument repairs	2371415039	73.37	
116401	THOMAS, ALISSA TAYLOR	02/12/2015	REIMBURSE	REIMBURSE CLASSROOM SUPPLIES	0	99.05	99.05
116402	TRUSTEED PLANS SERVICE CORP	02/12/2015	0079831-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	4,489.07	14,886.85
			0079939-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	10,397.78	
116403	WATKINS, MISTY M	02/12/2015	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	28.00	28.00
116404	WEIGHT, KATHLEEN J	02/12/2015	REIMBURSE	REIMBURSE MILEAGE	0	67.80	67.80
116405	WELLS FARGO FINAN LEASING INC	02/12/2015	5001899400	WELLS FARGO FINANCE LEASE OPEN PO FOR CHLOE CLARK, ANDERSON, PIONEER AND SHS	81415097	764.72	764.72
116406	WINNING SEASONS	02/12/2015	S2014289	t shirts for fitness of the month students	2371415047	192.00	192.00
116407	WITT COMPANY	02/12/2015	386453	SALTAR'S POINT COPIER SUPPLIES	1271415028	93.87	174.13

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			386456	OPEN PO FY 1415 SALTAR'S POINT COPIER SUPPLIES OPEN PO FY 1415	1271415028	80.26	
				52 Computer	Check(s) For a Total of		349,643.39

	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
	52	Computer	Checks For a Total of	349,643.39
Total For	52	Manual, Wire Tran, ACH & Computer	Checks	349,643.39
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	349,643.39

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$12,687.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116408 through 116425, totaling \$12,687.75

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
116408	AUTOLUBE TIRE & AUTOMOTIVE	02/19/2015	16769	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SERVICES	101415013	38.51	83.98
			16843	OPEN PURCHASE ORDER 2014-2015 FOR AUTO SERVICES	101415013	45.47	
116409	BATTERIES PLUS	02/19/2015	245-344795	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	122.08	821.89
			245-345445	OPEN PURCHASE ORDER 2014-2015 FOR BATTERIES	101415004	699.81	
116410	BEAUCHAINE, SUSANNE CHOE	02/19/2015	REIMBURSE	REIMBURSE MILEAGE	0	82.55	82.55
116411	BRITTAIN, JAMES E	02/19/2015	REIMB MILEAGE	REIMBURSE MILEAGE AND SUPPLIES	0	213.73	213.73
116412	CAROLINA BIOLOGICAL SUPPLY CO	02/19/2015	49013534 RI	Science supplies - Ripp	2371415051	171.56	171.56
116413	COASTWIDE LABORATORIES	02/19/2015	GT2744130	OPEN PURCHASE ORDER 2014-2015 FOR CUSTODIAL SUPPLIES	101415011	110.06	110.06
116414	CONSOLIDATED ELECTRICAL DIST	02/19/2015	8541-785527	OPEN PURCHASE ORDER FOR 2014-2015 FOR ELECTRICAL SUPPLIES	101415057	52.39	52.39
116415	GENERAL ELECTRIC CAPITAL CORP	02/19/2015	62236457	GE CAPITAL CORP OPEN PO FOR DISTRICT OFFICE COPIER	81415068	529.50	1,968.38
			62248112	GE CAPITAL CORP OPEN PO FOR SHS	81415063	695.78	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			62253393	COPIER GE CAPITAL CORP OPEN PO FOR PIONEER MIDDLE SCHOOL COPIER	81415064	743.10	
116416	HEALTH CARE AUTHORITY	02/19/2015	HCASBH2019	Medicaid Reimbursement	81415094	272.86	272.86
116417	HORTICULTURE SERVICE INC	02/19/2015	1005331	SHS HORTICULTURAL SERVICES FOR GLEB. **PLEASE SEE ATTACHED 5 QUOTES!**	141415024	193.29	193.29
116418	IMMEDIA	02/19/2015	65919	DIGITAL PRINTING / BINDERY / POSTAGE	0	103.93	103.93
116419	MICRO K12CONNECTED.COM	02/19/2015	0459015-IN	Projector for SHS Classroom	111415047	1,113.69	1,113.69
116420	QBSI	02/19/2015	IN364096	QBSI OPEN PO PRINT MANAGEMENT SERVICES	81415035	404.78	404.78
116421	STATE AUDITOR'S OFFICE	02/19/2015	L107235	STATE AUDIT SERVICES FOR STEILACOM HISTORICAL SCHOOL DISTRICT NO 1	81415141	5,165.20	5,165.20
116422	TED BROWN MUSIC CO	02/19/2015	1472987	SHS BAND TED BROWN MUSIC SUPPLIES AND REPAIRS OPEN PO	271415012	67.52	67.52
116423	US BANK EQUIP. FINANCE/US BANK	02/19/2015	272203720	US BANK EQUIPMENT FINANCE FY1415 OPEN PO FOR RISOGRAPH COPIERS AT CHLOE, SALTAR'S, AND SHS - DO NOT FAX	81415058	1,058.94	1,058.94
116424	WELLS FARGO FINAN LEASING INC	02/19/2015	5001911516	WELLS FARGO FINANCE LEASE OPEN PO FOR PIONEER NURSE'S OFFICE COPIER	81415073	173.00	173.00
116425	WITEA, SPRING CONFERENCE	02/19/2015	9456	SHS WITEA SPRING CONFERENCE FOR KURT BETHMAN AND CARL JONES *DO NOT FAX. I WILL FAX IT!*	141415026	630.00	630.00

18 Computer Check(s) For a Total of 12,687.75



	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
	18	Computer	Checks For a Total of	12,687.75
Total For	18	Manual, Wire Tran, ACH & Computer	Checks	12,687.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,687.75

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$54.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116426 through 116430, totaling \$54.70

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
116426	GORMAN, MARIA	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK PAYMENT / M. GORMAN	0	5.00	5.00
116427	HAYASHIDA, MARSHA	02/19/2015	REFUND PE UNIFORM	REFUND PE UNIFORM / E. HAYASHIDA	0	18.00	18.00
116428	HOLLY, LEAH	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK / D. HOLLY-MASON	0	11.00	11.00
116429	HORNE, JOHN	02/19/2015	REFUND FOOD SVC	REFUND FOOD SVC / C. HORNE	0	4.70	4.70
116430	MCJUNKINS, TRINA	02/19/2015	REFUND LIBRARY	REFUND LIBRARY BOOK / M. CROSBY	0	16.00	16.00
5	Computer			Check(s) For a Total of			54.70

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	54.70
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	54.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54.70

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$9,345.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Warrant Numbers 116431 through 116431, totaling \$9,345.89

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
116431	TRUSTEED PLANS SERVICE CORP	02/19/2015	0080040-IN	TRUSTEED PLANS SERVICE CORP SVCS FY 1415 OPEN PO	81415050	9,345.89	9,345.89
1	Computer			Check(s) For a Total of			9,345.89

	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	9,345.89
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	9,345.89
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,345.89

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$77.05. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$77.05

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
109959	FRANKS, CHRISTOPHER	09/01/2014	LUNCH REFUND		0	6.25	6.25
109968	SANCHEZ, CELINE	09/01/2014	lunch reimb		0	47.80	47.80
110411	CORP, ERIC	09/01/2014	LOST BOOK PAY REFUND	LORD OF THE FLIES AND THEIR EYES WERE WATCHING GOD	0	23.00	23.00

3 Void Check(s) For a Total of 77.05

	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	3	Voided	Checks For a Total of	77.05
			Net Amount	-77.05

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling ??????????????. The payments and voids are further identified in this document.

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

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
110411	CORP, ERIC	02/09/2015	LOST BOOK PAY REFUND	LORD OF THE FLIES AND THEIR EYES WERE WATCHING GOD	0	-23.00	-23.00
			1	Void	Check(s) For a Total of		-23.00



	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	-23.00
			Net Amount	23.00

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$45.75. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$45.75

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
110384	BENAVENTE, ROSABELLE	09/01/2014	LUNCH REIM		0	20.00	20.00
110387	CHOI, SUNGHEE ALYSE	09/01/2014	LUNCH REIMB		0	4.10	4.10
110396	HUGHES, KRISTINA	09/01/2014	LUNCH REIMB		0	3.10	3.10
110408	WEBSTER, ROXANNE	09/01/2014	LUNCH REIMB		0	7.55	7.55
110414	PING, MICHAEL	09/01/2014	LOST BOOK PAY REFUND PAWS OFF CHEDDAR		0	11.00	11.00
			FACE				

5 Void Check(s) For a Total of 45.75

	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	5	Voided	Checks For a Total of	45.75
			Net Amount	-45.75

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$4,404.44. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$4,404.44

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
115318	DELL K-12 EDUCATION	02/10/2015	XJJ4K3PK8	Office 2013 for SHS Laptops	111314058	4,404.44	4,404.44

1	Void	Check(s) For a Total of	4,404.44
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	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	4,404.44
			Net Amount	-4,404.44

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 February 25, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$331.48. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:  
Voids/Cancellations, totaling \$331.48

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
110968	CAMPBELL, SARAH JEANNE	02/12/2015	MIL REIMB WAVA	CONF WAVA FALL CONFERENCE	0	173.07	173.07
111159	BATES, LIA	02/12/2015	LUNCH REFUND		0	5.85	5.85
111168	MORGAN, RICHARD	02/12/2015	LUNCH REFUND		0	52.00	52.00
111420	HERNANDEZ, CHRISTINE	02/12/2015	BOOK PAYMENT REFUND	NAME OF BOOK RETURN OF THE MUMMY	0	4.99	4.99
111567	CHEN, GUI BING	02/12/2015	LUNCH REFUND	KIKI CHEN	0	3.15	3.15
111793	LILLIE, JAYME	02/12/2015	REFUND FOOD SERVICE	REFUND LUNCH FEES-R. LILLIE	0	3.00	3.00
111963	MARTIN, LATISHA	02/12/2015	WITHDRAWL 04/09/2013	J. NORWOOD, K2 HAS WITHDRAWN FROM 146 ON 04/09/2013	0	6.42	6.42
112263	HARDY, BENJAMIN	02/12/2015	REFUND FOR WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	3.00	3.00
112453	BORMAN, RACHEL	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	10.20	10.20
112462	GILMORE, PATRICK	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	8.05	8.05
112468	HUYCK, ELIZABETH MARIE	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	7.65	7.65
112470	JONES, CLAIRE	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	3.70	3.70
112477	LECOMPTE, KAREN	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	5.60	5.60

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
112485	SALAS, ROBERTO	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	37.60	37.60
112487	SIEGL, MICHAEL	02/12/2015	STUDENT WITHDRAW	REFUND FOOD SERVICES FOR STUDENT WITHDRAW	0	7.20	7.20
15	Void			Check(s) For a Total of			331.48

	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	15	Voided	Checks For a Total of	331.48
			Net Amount	-331.48



CHECK DATE: 02/27/2015 PERIOD ENDING DATE: 02/28/2015

## Pay Ded Ben Summary

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
A215	FOOTBALL	1	1.0000		420.55	
A284	SOCCER	1	1.0000		1,312.50	
A285	SOCCER	3	3.0000		3,544.81	
A285a	SOCCER	1	1.0000		2,117.50	
A314	BASKETBALL	1	1.0000		1,137.47	16.00
A315	BASKETBALL	4	4.0000		5,147.86	
A354	CHEER ADVISOR	1	1.0000		892.23	32.60
A444	WRESTLING	2	2.0000		3,070.09	32.00
B013	BASE	195	182.0000		753,886.15	24729.40
B013a	BASE	2	2.0000		1,661.37	106.50
B023	TRI	195	182.0000		132,219.12	132.20
B023a	TRI	2	2.0000		290.75	
B103	SUPERINTENDENT	1	1.0000		12,583.33	160.00
B113	ADMINISTRATOR	4	3.0000		28,000.01	480.00
B123	PRINCIPAL	5	5.0000		46,601.17	760.00
B133	ASST PRINCIPAL	8	5.0000		40,894.16	760.00
B203	EXEMPT	7	5.0000		26,250.01	800.00
B213	UNION EXEMPT	1	1.0000		4,916.67	160.00
B303a	FAC OP MANAGER	1	1.0000		2,085.93	84.00
B314	LEAD GROUNDS	1	1.0000		4,004.00	160.00
B324	GROUNDS	3	2.0000		5,782.40	320.00
B334	LEAD CUSTODIAN	5	5.0000		17,049.08	800.00
B344	CUSTODIAN	14	14.0000		36,629.75	2040.00
B344a	CUSTODIAN	1	1.0000		283.23	
B364	MAINT TECH I	1	1.0000		3,288.13	160.00
B374	MAINT TECH II	2	2.0000		9,689.34	320.00
B403	SPEC ED ASST	18	18.0000		27,459.36	2303.00
B403a	SPEC ED ASST	1	1.0000		208.86	20.00
B413	PRESCHOOL ASST	4	4.0000		3,663.57	328.00
B413a	PRESCHOOL PARA	1	1.0000		618.61	52.00
B423	TEACHER ASST	16	16.0000		27,822.56	2045.00
B433	TITLE 1/LAP	6	6.0000		10,513.41	765.00
B443	BILINGUAL ASST	1	1.0000		1,688.44	130.00
B453	HEALTH ASST	2	2.0000		3,240.00	280.00
B463	VOLUNTEER COORD	1	1.0000		622.80	50.00

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## Pay Ded Ben Summary

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
B483	LIBRARY TECH	6	5.0000		7,808.79	570.00
B493	SP/LA/ASST	1	1.0000		281.52	22.00
B504	CAMPUS SUPERVIS	2	2.0000		4,680.78	320.00
B513	SPED PARA 1on1	3	3.0000		3,910.42	403.00
B523	LPN	2	2.0000		3,874.17	280.00
B603	OFFICE COORD	5	5.0000		12,578.44	710.00
B613	SECRETARY	3	2.0000		3,228.52	205.00
B623	SECRETARY 201	11	11.0000		16,360.28	1190.00
B633	SECRETARY 211	3	2.0000		4,380.54	320.00
B643	SECRETARY 221	1	1.0000		3,094.00	160.00
B653	SUB CALLER	1	1.0000		609.88	60.00
B713	PAYROLL CLERK	1	1.0000		1,895.83	100.00
B733	ACCT CLERK	3	3.0000		9,503.09	480.00
B753	STU SVCS CLERK	1	1.0000		2,988.27	160.00
B763	HR CLERK	1	1.0000		2,927.27	160.00
B763b	HR Clerk	1	1.0000		624.92	32.00
B773	STUDENT ENROLLM	1	1.0000		3,336.67	160.00
B783	CAREER COUNS CL	1	1.0000		2,310.00	160.00
B803	COMPUTER TECH	2	2.0000		5,222.37	320.00
B813	IT TECH I	1	1.0000		3,288.13	160.00
E115	GSA ADVISOR	2	2.0000		266.66	
E135	GAME ADVISOR	1	1.0000		266.67	
E175	CTE LEAD	1	1.0000		218.18	
E185	BUILDERS CLUB	1	1.0000		300.00	
E195	KEY CLUB	2	2.0000		436.36	
E255	DANCE CLUB	1	1.0000		225.00	
E265	FCA	1	1.0000		218.18	
E275	MATH CLUB	1	1.0000		240.00	
E285	ANIME	1	1.0000		218.18	
E295	BOOK CLUB	1	1.0000		218.18	
E305	POETRY CLUB	1	1.0000		218.18	
E315	YOUTH LEADING	1	1.0000		218.18	
E335	YEARBOOK	1	1.0000		218.18	
E365	CLASS ADVISOR	4	4.0000		872.72	
E385	ASB ADVISOR	2	2.0000		686.87	

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## Pay Ded Ben Summary

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
E395	DEPARTMENT HEAD	13	11.0000		2,023.73	
E405	BAND	1	1.0000		409.09	
E415	JAZZ	1	1.0000		409.09	
E415a	JAZZ	1	1.0000		277.78	
E515	FCCLA	2	2.0000		218.18	
E565	DECA ADVISOR	1	1.0000		218.18	
E575	DRAMA	1	1.0000		218.18	
E575a	DRAMA	1	1.0000		218.18	
E605	HONOR SOCIETY	1	1.0000		218.18	
E615	CHOIR	2	2.0000		700.00	
E655	SCIENCE FAIR	2	2.0000		500.00	
E685	CLASS/LAB SETUP	6	6.0000		562.89	
E755	DATA COORD	1	1.0000		171.43	
E765	TCHR INSTR LDR	6	6.0000		533.34	
E775	S2S ADVISOR	2	2.0000		518.18	
E795	SCI EQUIP PUR	1	1.0000		54.55	
E815	MUSIC DIR-PRIM	1	1.0000		133.33	
E825	APEX	1	1.0000		218.18	
E855	Video Manager	1	1.0000		181.82	
E875	StrPln Couns Cu	1	1.0000		218.18	
E885	Newspaper Adv	1	1.0000		218.18	
E895	Fashion Club	1	1.0000		218.18	
E905	Youth Mentrship	1	1.0000		218.18	
E915	Doodle Club	1	1.0000		266.67	
E925	Safety Coord	1	1.0000		277.78	
E935	Leadership Club	1	1.0000		150.00	
LWOP3	Leave w/o Pay	2	-38.5200		-546.64	-38.50
LWPB3	LWOP - Base	3	-101.2500		-4,428.33	-101.30
LWPT3	LWOP - TRI	3	-101.2500		-774.96	
R013	Retro BASE	1	1.0000		2,127.36	
R043	Retro TRI	1	1.0000		372.32	
T093	ADDT'L DAYS	2		30.0000	1,354.68	30.00
T314	BASKETBALL	4		97.0000	2,453.73	97.00
T453	HEALTH ASST	1		-21.0000	-305.34	-21.00
T793	TEACHER ASST	1		-8.0000	-130.56	-8.00

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Pay Ded Ben Summary

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE
						HOURS
T803	SPEC ED ASST	1		-15.0000	-207.60	-15.00
TAE3	Alternative Ed	1		3.7500	114.65	3.80
TCC5X	CLASS CVG	29	35.0000		1,282.97	
TCT3	COMP CASH OUT	1		2.0000	39.16	2.00
TEX3	EXTRA HOURS	14		76.4100	2,387.39	76.50
TEX4	EXTRA HOURS	3		12.5000	307.50	12.50
TO153	OVERTIME 1.5	3		5.0000	131.51	5.00
TO154	OVERTIME 1.5	2		7.5000	235.50	7.50
TO203	OVERTIME 2.0	1		6.0000	220.56	6.00
TO254	OVERTIME 2.5	4		14.0000	691.49	14.00
TRE3X	RETRO	3	3.0000		926.36	
TSP3	SUB CLASSIFIED	40		505.7500	5,295.28	505.90
TSP4	SUB CLASSIFIED	8		187.0000	2,464.66	187.00
TST3	SUB TEACHER	124		1610.8700	29,197.67	1611.20
ZSLBB	SL BUYBACK 1:4	12	1748.7900		13,313.83	
REPORT TOTAL		899	2144.7700	2513.7800	1383,195.32	46372.30

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Pay Ded Ben Summary

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
1FIC	FICA	FICA	899	82,337.95
1Med	Medicare	MEDICARE	899	19,256.50
1ReE0	SERS Plan 0	RETIREMENT	75	
1ReE2	SERS Plan 2	RETIREMENT	102	14,013.11
1ReE3	SERS Plan 3	RETIREMENT	93	15,536.99
1ReP1	PERS Plan 1	RETIREMENT	2	186.67
1ReT0	TRS Plan 0	RETIREMENT	154	
1ReT1	TRS Plan 1	RETIREMENT	9	2,568.25
1ReT2	TRS Plan 2	RETIREMENT	179	25,531.42
1ReT3	TRS Plan 3	RETIREMENT	397	77,922.09
1UC	Unemployment 00	UNEMPLOY COMP	899	3,529.10
1WC	Workers' Comp	WORKERS' COMP	886	15,069.55
B5	LTD-Cert		215	1,779.46
B6	LTD-Classified		138	1,115.62
B9227	BROKERS FEES		353	4,138.52
CALPS	CALP-Sick Leave		252	
CALPV	CALP-Vacation		31	
H1187	HCA-100-87.5		281	16,660.00
H2187	HCA-12.5-37.49		46	649.74
H3187	HCA-62.5-87.49		20	949.62
H4187	HCA-37.5-62.49		6	199.92
K0	DENTAL- TPSC		286	30,609.45
K0adj	Dental TPSC Adj		1	121.95
K1	DENTAL-WILLAMET		66	4,907.30
L0	Life Ins - SCEA		127	248.60
L2	Life Ins - Cert		200	398.20
L3	Life Ins-Princi		13	22.00
L4	Life Ins-Exempt		13	22.00
M0	VISION - TPSC		353	6,210.92
M1	GROUP HEALTH		62	48,664.26
M2	BC PPO 2		37	27,186.86
M5	BC PPO 3		60	40,884.33
M6	BC PPO 5		27	19,321.74
M7a	BC EasyChoice A		50	29,299.77
M7b	BC EasyChoice B		19	10,081.93
M7c	BC EasyChoice C		4	2,817.19

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Pay Ded Ben Summary

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
MHD	BC HDHP		7	4,344.89
TaxB+	Tax Ben +		3	339.59
TaxB-	Tax Ben -		3	-339.59
X0300	MEDICAL WAIVED		86	
			7353	506,585.90

\*\*\*\*\* 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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$399.39. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:  
Warrant Numbers 200253 through 200253, totaling \$399.39

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
	Vendor on Invoice						
200253	MASTERCARD CORP. CLIENTS PAYME	02/26/2015		CREDIT CARD PAYMENT CHECK			399.39
	BRANDY'S ATTIC - PCARD		PCCP2/201500000	Credit Card Payment AP Invoice.	0	93.08	
	DOLLAR TREE - PCARD		PCCP2/201500003	Credit Card Payment AP Invoice.	0	7.66	
	LOWES		PCCP2/201500002	Credit Card Payment AP Invoice.	0	51.48	
	MICHAELS - PCARD		PCCP2/201500001	Credit Card Payment AP Invoice.	0	244.40	
	WALGREENS - PCARD		PCCP2/201500004	Credit Card Payment AP Invoice.	0	2.77	
1	Computer			Check(s) For a Total of			399.39

	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	399.39
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	399.39
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	399.39



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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$292,620.19. The payments are further identified in this document.

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

Warrant Numbers 200254 through 200256, totaling \$292,620.19

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
200254	JONES AND ROBERTS CO.	02/27/2015	2014-10-17	SHS CLASSROOM MODIFICATION PROJECT CONTRACTOR FEES	2001415024	242,718.94	242,718.94
200255	MATERIALS TESTING & CONSULTING	02/27/2015	14652	SHS CLASSROOM MODIFICATIONS: SPECIAL INSPECTIONS & PROJECT MANAGEMENT FEES	2001415025	442.25	442.25
200256	SCHOOL SPECIALTY, INC.	02/27/2015	608100017128	STEILACOOM HIGH SCHOOL CLASSROOM FURNITURE	2001415013	49,459.00	49,459.00
				3 Computer	Check(s) For a Total of		292,620.19

	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
	3	Computer	Checks For a Total of	292,620.19
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	292,620.19
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	292,620.19

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$5,563.80. The payments are further identified in this document. .

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

Warrant Numbers 200257 through 200258, totaling \$5,563.80

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
200257	ERICKSON MCGOVERN	03/06/2015	11	ERICKSON MCGOVERN STEILACOOM HIGH SCHOOL CLASSROOM MODIFICATION SERVICES	2001415006	5,473.90	5,473.90
200258	SAYLOR, SUSAN KAY	03/06/2015	2015-03-02	COSTCO EXPENSE REIMBURSEMENT FOR PURCHASE ON 02/28/15	0	89.90	89.90
				2 Computer	Check(s) For a Total of	5,563.80	

	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	5,563.80
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	5,563.80
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,563.80

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$60.70. The payments are further identified in this document.

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

Warrant Numbers 402139 through 402139, totaling \$60.70

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
402139	STEILACOOM SCHOOL DISTRICT	02/25/2015	CTAX41 20150223AAA	Comp Tax owed for Cash Account 41 through 01/31/2015	0	60.70	60.70
			1	Computer	Check(s) For a Total of		60.70

	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	60.70
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	60.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	60.70

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$19,503.27. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402140 through 402140, totaling \$19,503.27

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
				Vendor on Invoice			
402140	MASTERCARD CORP. CLIENTS PAYME	02/26/2015		CREDIT CARD PAYMENT CHECK			19,503.27
	900 DEGREES PIZZA - PCARD		PCASB2/201500030	Credit Card Payment AP Invoice.	0	9.20	
	ACCUCUT LLC		PCASB2/201500043	Credit Card Payment AP Invoice.	4051415041	220.00	
	ACE HARDWARE - PCARD		PCASB2/201500009	Credit Card Payment AP Invoice.	0	85.95	
	ALBERTSONS - PCARD		PCASB2/201500006	Credit Card Payment AP Invoice.	0	113.97	
	AMAZON MARKETPLACE - PCARD		PCASB2/201500007	Credit Card Payment AP Invoice.	0	-30.98	
	AMAZON MARKETPLACE - PCARD		PCASB2/201500013	Credit Card Payment AP Invoice.	0	44.76	
	BSN SPORTS LLC		PCASB2/201500038	Credit Card Payment AP Invoice.	0	173.92	
	CASH N CARRY - PCARD		PCASB2/201500039	Credit Card Payment AP Invoice.	0	201.55	
	CHEAPBATS.COM - PCARD		PCASB2/201500023	Credit Card Payment AP Invoice.	4061415148	375.00	
	CRANES CREATIONS		PCASE2/201500008	Credit Card Payment AP Invoice.	0	149.66	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	CUSTOMINK, LLC		PCASB2/201500002	Credit Card Payment AP Invoice.	0	417.26	
	DANDE CO		PCASB2/201500000	Credit Card Payment AP Invoice.	0	236.52	
	DISNEY GROUP GETAWAYS		PCASB2/201500019	Credit Card Payment AP Invoice.	0	8,000.00	
	DISNEY PARKS WORLD PREMIERE FO		PCASB2/201500027	Credit Card Payment AP Invoice.	0	218.32	
	DISNEY PARKS DONALD'S DOUBLE F		PCASB2/201500028	Credit Card Payment AP Invoice.	0	6.37	
	DOLLAR TREE - PCARD		PCASB2/201500005	Credit Card Payment AP Invoice.	0	41.57	
	DOMINOS PIZZA		PCASB2/201500035	Credit Card Payment AP Invoice.	0	87.41	
	EASTBAY INC		PCASB2/201500041	Credit Card Payment AP Invoice.	0	693.94	
	FCCLA		PCASB2/201500012	Credit Card Payment AP Invoice.	0	210.00	
	FIRCREST SWIM SHOP		PCASB2/201500014	Credit Card Payment AP Invoice.	0	797.92	
	FORMAL FASHIONS INC		PCASB2/201500020	Credit Card Payment AP Invoice.	0	182.00	
	HOBBY LOBBY - PCARD		PCASB2/201500003	Credit Card Payment AP Invoice.	0	187.35	
	HOME DEPOT - PCARD		PCASB2/201500015	Credit Card Payment AP Invoice.	0	102.66	
	IMAGE MARKET		PCASB2/201500010	Credit Card Payment AP Invoice.	0	612.22	
	IMAGE MARKET		PCASB2/201500011	Credit Card Payment AP Invoice.	4061415145	3,061.10	
	JBLM/LEWIS COMMISSARY - PCARD		PCASB2/201500046	Credit Card Payment AP Invoice.	0	44.92	
	JBLM/LEWIS EXCHANGE - PCARD		PCASB2/201500044	Credit Card	0	554.97	



Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
				Payment AP Invoice.			
	KING COUNTY DIRECTORS ASSN		PCASB2/201500042	Credit Card	4051415042	262.44	
				Payment AP Invoice.			
	MANCHU WOK - PCARD		PCASB2/201500024	Credit Card	0	21.51	
				Payment AP Invoice.			
	MASTERCARD CORP. CLIENTS PAYME		PCASB2/201500045	Credit Card	0	-38.52	
				Payment AP Invoice.			
	MICHAELS - PCARD		PCASB2/201500029	Credit Card	0	80.63	
				Payment AP Invoice.			
	MSR WHOLESALE BALLOONS		PCASB2/201500036	Credit Card	0	58.88	
				Payment AP Invoice.			
	MUSEUM OF FLIGHT, THE		PCASB2/201500018	Credit Card	0	255.00	
				Payment AP Invoice.			
	ORIENTAL TRADING CO		PCASB2/201500016	Credit Card	0	28.56	
				Payment AP Invoice.			
	ORIENTAL TRADING CO		PCASB2/201500017	Credit Card	0	50.12	
				Payment AP Invoice.			
	PARTY CITY - PCARD		PCASB2/201500040	Credit Card	0	37.02	
				Payment AP Invoice.			
	PEET'S COFFEE - PCARD		PCASB2/201500032	Credit Card	0	26.52	
				Payment AP Invoice.			
	PORTLAND TRAIL BLAZERS		PCASB2/201500021	Credit Card	0	995.00	
				Payment AP Invoice.			
	RAYMOND GEDDES & CO, INC		PCASB2/201500001	Credit Card	0	151.47	
				Payment AP Invoice.			
	SAFEWAY - PCARD		PCASB2/201500047	Credit Card	0	21.00	
				Payment AP Invoice.			
	SOCCER.COM - PCARD		PCASB2/201500037	Credit Card	0	304.65	
				Payment AP Invoice.			
	SUBWAY - PCARD		PCASB2/201500025	Credit Card	0	19.09	
				Payment AP Invoice.			
	TWEETWALL.COM - PCARD		PCASB2/201500004	Credit Card	0	102.00	
				Payment AP			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						
	USPS - PCARD		PCASB2/201500033	Invoice. Credit Card Payment AP	0	7.15	
	UW CONFERENCE MANAGEMENT		PCASB2/201500022	Invoice. Credit Card Payment AP	0	155.00	
	WALMART - PCARD		PCASB2/201500034	Invoice. Credit Card Payment AP	0	16.50	
	WENDY'S - PCARD		PCASB2/201500026	Invoice. Credit Card Payment AP	0	10.15	
	WINN-DIXIE - PCARD		PCASB2/201500031	Invoice. Credit Card Payment AP Invoice.	0	141.54	
			1	Computer	Check(s) For a Total of		19,503.27

	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	19,503.27
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	19,503.27
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	19,503.27

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$2,212.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Warrant Numbers 402141 through 402144, totaling \$2,212.56

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
402141	KIWANIS INTERNATIONAL	02/27/2015	2015-02-03	STEILACOOM HIGH SCHOOL KEY CLUB AND DISTRICT DUES- ADDITIONAL MEMBERSHIP	4061415163	600.00	600.00
402142	MOUNTAIN REGION MUSIC EDUCATOR	02/27/2015	012635-001315	4002 BAND - MRMEA SOLO & ENSEMBLE FEES	4061415167	644.00	1,116.00
			012738-001312	Mountain Region Music Educators Association Solo & Ensemble fees	4051415053	472.00	
402143	PAPA JOHN'S PIZZA	02/27/2015	S2208-15-1267	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	257.25
			S2208-15-1268	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1281	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1282	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
			S2208-15-1283	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
402144	RAINIER APPAREL	02/27/2015	L2014224	1000 ASB LEADERSHIP - INVOICE L2014224 PO 4061314284	4061415162	239.31	239.31

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05.14.10.00.08-010033

STEILACOOM SCHOOL DISTRICT #1  
Check Summary

9:46 AM 02/26/15  
PAGE: 2

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			4	Computer	Check(s) For a Total of		2,212.56

	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
	4	Computer	Checks For a Total of	2,212.56
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	2,212.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,212.56

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$249.04. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:  
Voids/Cancellations, totaling \$249.04

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
401262	LEVCOVICH, NANCY GRANT	03/02/2015	JOANN PAPER RIBBONS	JO-ANN PAPERS RIBBONS	0	22.98	22.98
401541	MILLER, HEATHER	03/02/2015	REFUND JOSTENS DEC	REFUND FOR JOSTENS FIELDTRIP	0	25.00	25.00
401697	GOZALO, JEANNETTE GAO-AY	03/02/2015	KEY CLUB REFUND	REFUND FOR D-CON - KEY CLUB	0	150.00	150.00
401739	SMITH, DAWN	03/02/2015	SWEATSHIRT REFUND	REFUND FOR SWEATSHIRT - CLASS OF 2016	0	25.00	25.00
401807	PARROTTE, COLETTE R	03/02/2015	DRAMA REIMB	REIMBURSEMENT FOR DRAMA CLUB ITEMS	0	26.06	26.06
5			Void	Check(s) For a Total of			249.04

	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
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	5	Voided	Checks For a Total of	249.04
			Net Amount	-249.04



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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$24,425.76. The payments are further identified in this document.

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

Warrant Numbers 402145 through 402145, totaling \$24,425.76

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
	Vendor on Invoice						

402145 MASTERCARD CORP. CLIENTS PAYME 03/05/2015

CREDIT CARD PAYMENT CHECK

24,425.76

ALASKA AIRLINES - PCARD

PCGFDISNEY00000

Credit Card  
Payment AP  
Invoice.

0 24,425.76

1	Computer	Check(s) For a Total of	24,425.76
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	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	24,425.76
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	24,425.76
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	24,425.76

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$170.20. The payments are further identified in this document.

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

Warrant Numbers 402146 through 402150, totaling \$170.20

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
402146	BAKER, MARK	03/05/2015	REFUND DISNEY	REFUND DISNEY TRIP - OVERPAID / M. BAKER	0	22.40	22.40
402147	DIFUNTORUM, MARY GRACE	03/05/2015	REFUND DISNEY	REFUND DISNEY TRIP - OVERPAID / L. DIFUNTORUM	0	6.80	6.80
402148	DUREN, ANNMARIE	03/05/2015	REFUND ASB & BBALL	REFUND ASB CARD & BASEBALL FEE / D. STORMO-WESTPHAL	0	100.00	100.00
402149	VAUGHAN, SHELLEY	03/05/2015	REFUND YEARBOOK	REFUND YEARBOOK (ICONS NOT AVAILABLE) / R. PUMPHREY	0	3.00	3.00
402150	WOODROW, KRISTIN	03/05/2015	REFUND ASB	REFUND GENERAL ASB - OVERPAID / D. WOODROW	0	38.00	38.00
5	Computer			Check(s) For a Total of			170.20

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	5	Computer	Checks For a Total of	170.20
Total For	5	Manual, Wire Tran, ACH & Computer	Checks	170.20
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	170.20

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 March 11, 2015, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$12,474.08. The payments are further identified in this document.

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

Warrant Numbers 402151 through 402158, totaling \$12,474.08

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
402151	BROADWAY CTR PERFORMING ARTS	03/06/2015	2015-01-16	Broadway Center for the Performing Arts- Peking Acrobats Performance on Jan 16, 2015 for 5th gr students of Snow, Wong, Reger & Boaglio	4041415000	840.00	2,464.00
			20150116	Broadway Center - 4th Grade Field trip; Peking Acrobats	4041415002	1,624.00	
402152	FROMUTH	03/06/2015	901216	SHS TENNIS CLUB EQUIPMENT PURCHASE: PO4061415165	4061415165	461.47	461.47
402153	JUST FOR KIX	03/06/2015	26653	DANCE SHIRTS PURCHASED FROM JUST FOR KIX 12 DEC 2014	4051415058	652.24	652.24
402154	LIDS TEAM SPORTS	03/06/2015	618733	2000 ATHLETICS - LIDS TEAM SPORTS BASEBALL HATS	4061415123	944.67	944.67
402155	PAPA JOHN'S PIZZA	03/06/2015	S2208-15-1284	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	102.90
			S2208-15-1285	4012 STUDENT STORE *OPEN PO* PAPA JOHNS	4061415111	51.45	
402156	PNW KEY CLUB	03/06/2015	2015-01-24	STEILACOOM HIGH SCHOOL KEY CLUB - REGISTRATION FEE	4061415132	4,500.00	4,500.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				FOR ANNUAL DISTRICT CONFERENCE 2015 2015			
402157	SUNRISE DISTRIBUTION, INC.	03/06/2015	STHS 019	SHS STUDENT STORE OPEN PO FOR FY1415 ISLAND OASIS EXPENDITURE	4061415014	1,196.00	1,196.00
402158	WESTERN WA BASKETBALL OFFICIAL	03/06/2015	2015-65	BOYS BASKETBALL OFFICIALS SERVICES FEES FOR 2014-2015	4061415062	2,152.80	2,152.80
8	Computer			Check(s) For a Total of			12,474.08

	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
	8	Computer	Checks For a Total of	12,474.08
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	12,474.08
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,474.08

Steilacoom Historical School District No. 1  
Certificated Personnel Report

<b>Personnel Report 3-11-15</b>						
<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
Gates Amanda	Teacher	1.00	High School	8/31/2015	leave of absence	15-16 school year only
Wong Rebecca	Teacher	1.00	Saltar's Point	8/31/2015	leave of absence	15-16 school year only



Steilacoom Historical School District No. 1  
Co-Curricular Personnel Report

Personnel Report 3-11-15				
Name	Action	Location	Effective Date	Stipend Amount
Campbell Sarah	Assessment Coordinator	Pioneer	2/19/2015	600.00
Bethman Kurt	Department Chair CTE	Pioneer	8/28/2014	1,250.00
Gleb Elizabeth	Extra Day/Class Set Up CTE	High School	1/26/2015	1,331.30

February 20, 2015

RE: Family, Community & Career Leaders of America State Leadership Conference

Stellacoom School Board:

We are writing to request permission to take students to the Family, Community & Career Leaders of America State Leadership Conference and Competition in Wenatchee, WA from March 24-27, 2015. We will depart after school on March 24, 2015 and return after the closing ceremony (approximately 12:30 pm) on March 27, 2015.

RE: FCCLA State Leadership Conference and Competition

The following students are qualified to attend:

- Megan Godwin
- Tatiana Toussaint
- Ave Flanders
- Salma Trujillo
- Dominick Mittlander
- Treyvon Johnson
- Karina Jackson
- Deja Kumar
- A'dawnah Pangelinan
- Fernidz Bautista
- Tayler Whitting
- Maleah Sheel

Location: Wenatchee, WA

Lodging: To be determined by the state FCCLA organization. Will be in Wenatchee, WA within a short proximity to the Wenatchee Coast Hotel and Convention Center.

Travel: Stellacoom Historical District Vans

Student cost: The students will be responsible for paying for the cost of food and \$50.00 toward registration fees. Approximate cost is estimated to be \$150. If a student registers to attend the event and fails to participate, the full cost will be assessed on their student account in the amount of \$250.00 additional dollars.

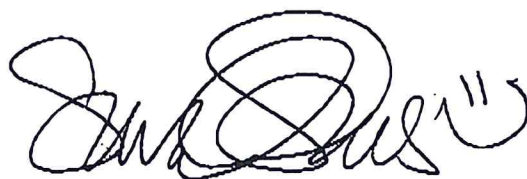
Balance: Will be paid out of the Stellacoom High School FCCLA budget.

Keri Brace and Kari Kissel, the club advisors will be driving and chaperoning this event.

Thank you for your consideration,



Keri Brace & Kari Kissel



**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: March 11, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**   X   **ACTION** Second Reading of Management Series Board Policies 6881, 6883, 6890 and 6895

**BACKGROUND INFORMATION:** In the District's continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following policies are in need of revision:

Policy 6881 – Disposal of Surplus Equipment and/or Materials

- Specific instructions on disposal of books or reading materials
- Item value needing Board approval if sold
- Defines “notice” of surplus items
- Assistive devices and students with disabilities – not declared surplus
- New legal reference regarding assistive devices

Policy 6883 – Closure of Facilities

- Minor word edits (shall to will)
- Addition of new legal references

Policy 6890 – State Environmental Policy Act Compliance

- Deletion of list of WAC references
- Deletion of Severability statement and Effective Date
- Minor word edits (shall to will)

Policy 6895 – Pesticide Notification, Posting and Record Keeping

- New statement added regarding providing notification upon request
- Inclusion of what is included in procedure

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to approve Policies 6881, 6883, 6890 and 6895.

**Report prepared by:** Jim Brittain – Executive Director of Finance and Operations

## **DISPOSAL OF SURPLUS EQUIPMENT AND/OR MATERIALS**

The board has the authority to declare equipment, supplies, furniture and other district personal property obsolete and/or surplus. The superintendent will establish procedures for their sale, trade or disposal except that the board must approve of any sales where:

- A. A single unit item has a current value in excess of \$500; and/or
- B. Multiple items have a total unit value in excess of \$1,000.

Surplus or obsolete books or other reading materials will be disposed of as follows:

- A. If the reading materials are estimated to have value as reading materials in excess of \$1,000, they will be sold at public auction to the person submitting the highest reasonable bid following publication of notice of the auction in a newspaper with a general circulation in the district;
- B. If no reasonable bids are submitted or if the reading materials are estimated to have value as reading materials of \$1,000 or less, the district may directly negotiate the sale of the reading materials to a public or private entity; or
- C. If the reading materials are determined to have no value as reading materials or if no purchaser is found, the reading materials may be recycled or destroyed.

Prior to disposing of any surplus texts, other books, equipment, materials or relocatable facilities, the superintendent will serve written notice in a newspaper of general circulation in the school district and to any public school district or private school in Washington state annually requesting such notice. All schools on the list will be notified in writing of the materials and equipment that is available. The material or equipment will be sold to any interested public or private school at its depreciated cost or fair market value, whichever is greater. Students will have priority in the purchase of texts. Disposition of such surplus property to parties other than public or private schools may take place thirty days after written notice is served.

The preceding notice requirements do not apply to the loan, lease, sale or transfer of assistive devices for the use or benefit of children with disabilities, their parents, or any public or private nonprofit agency providing education, health or rehabilitation services to individuals with disabilities. Such devices do not need to be declared surplus. The sale or transfer of such devices will be recorded and based on the item's depreciated value. The district will establish and maintain an inventory of assistive technology devices whose value exceeds \$100, and for each device will establish a value that will be adjusted annually to reflect depreciation.

“Assistive device” means any item, piece of equipment, or product system, whether acquired commercially off-the-shelf, modified or customized, that is used to increase, maintain, or improve functional capabilities of children with disabilities.

Funds derived from the rental, sale or lease of student transportation equipment will be placed into the transportation vehicle fund. Funds derived from the sale of personal property will be placed into the general fund.

Legal References:	RCW 28A.155.160	Assistive devices-Interagency cooperative agreements-Definitions
	RCW 28A.335.060	Surplus school property — Rental, lease or use of — Disposition of moneys received from
	RCW 28A.335.090	Conveyance and acquisition of property — Management — Appraisal
	RCW 28A.335.180	Surplus texts and other educational aids, notice of availability — Student priority as to texts
	RCW 28A.335.205	Assistive devices — Transfer for benefit of children with disabilities — Record, inventory
	RCW 39.33.070	School districts and libraries — Disposal of obsolete or surplus reading materials — Procedures
	WAC 392-143-050	Resold School Buses

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised: 6.24.10; 3.11.15**

## CLOSURE OF FACILITIES

The board of directors has the authority to close a school building when an unforeseen natural event or mechanical failure causes a facility to become unsafe, unhealthy, inaccessible, or inoperable. Prior to the closure of a school facility for foreseen circumstances, the board will have prepared a written analysis which considers the following issues:

- A. Projected or actual enrollment declines and the likelihood that they will remain permanent;
- B. The effect that the disposition or retirement will have on other facilities and on the district's educational program offering;
- C. Student and staff displacement, including transportation costs to new facilities and staff reassignment;
- D. Potential for renovation;
- E. Financial considerations in terms of such factors as staff costs, operating and maintenance cost, the potential revenue from sale or lease of property, the cost of closure and transferring operations elsewhere;
- F. Safety, health and fire regulations; and
- G. Whether or not the facility may effectively be used for other purposes.

During a ninety-day period following the development of a written analysis, the board will conduct one or more hearings to receive testimony on any issues related to the closure of a school. Each hearing notice will be published once each week for two consecutive weeks in a newspaper of general circulation which serves the area where the school is located. The last notice will be published at least seven days prior to the hearing. The notice will contain the date, time, place and purpose of the hearing. Comments received from interested parties will be used for advisory purposes only. The final determination of whether a facility will be closed or remain open will be made by the board.

Legal References:      RCW 28A.150.290(2)

28A.320.010

28A.335.020

State superintendent to make rules and regulations — Unforeseen conditions or actions to be recognized — Paperwork limited  
Corporate powers  
School Closures — Policy of citizen involvement required — Summary of effects — Hearings — Notice

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised: 3.11.15**

## STATE ENVIRONMENTAL POLICY ACT COMPLIANCE

The district accepts its responsibility, as described by the Washington State Legislature in the State Environmental Policy Act, specifically Chapter 43.21C.

In order to fulfill its responsibilities under the State Environmental Policy Act, the district adopts by reference the following sections or subsections of chapter 197-11 of the Washington Administrative Code.

### Additional Definitions

In addition to those definitions contained within WAC 197-11-700 to 197-11-799, the following terms will have the following meanings, unless the context indicates otherwise:

- A. **District:** District means the Steilacoom Historical School District No. 1, Pierce County, state of Washington.
- B. **SEPA Rules:** SEPA Rules means Chapter 197-11 WAC adopted by the Council on Environmental Policy.

The district establishes the following criteria as the basis for exercising authority relative to environmental issues. The district will use all practicable means, consistent with other essential considerations of state policy, to improve and coordinate plans, functions, programs, and resources to the end that the state and its citizens may:

- C. Fulfill the responsibilities of each generation as trustee of the environment for succeeding generations;
- D. Assure for all people of Washington safe, healthful, productive, and aesthetically and culturally pleasing surroundings;
- E. Attain the widest range of beneficial uses of the environment without degradation, risk to health or safety, or other undesirable and unintended consequences;
- F. Preserve important historic, cultural, and natural aspects of our national heritage;
- G. Maintain, wherever possible, an environment which supports diversity and variety of individual choice;
- H. Achieve a balance between population and resource use which will permit high standards of living and a wide sharing of life's amenities; and
- I. Enhance the quality of renewable resources and approach the maximum attainable recycling of depletable resources.

The district recognizes that each person has a fundamental and inalienable right to a healthful environment and that each person has a responsibility to contribute to the preservation and enhancement of the environment.

### Critical Areas

In its actions, the district will respect "critical areas" and their modified exemption criteria which have been adopted and displayed by local governments pursuant to The Growth Management Act, Chapter 36.70A RCW.

Actions which will be located wholly or partially within a critical area are to be treated no differently than other actions under these guidelines. A threshold determination will be made for all such actions, and an EIS will not be automatically required for a proposal merely because it is proposed for location in a critical area.

## **Use of Exemptions**

In determining whether a proposal is exempt from SEPA the district will comply with the square footage and parking space threshold levels adopted by the city or county under WAC 197-11-800 (1). To determine whether or not a proposal is exempt, the district will ascertain the total scope of the proposal and the governmental licenses required. If a proposal includes a series of actions, physically or functionally related to each other, some of which are exempt and some which are not, the proposal is not exempt and the district must complete a threshold determination.

If a proposal includes both exempt and nonexempt actions, exempt actions may be authorized with respect to the proposal prior to compliance with the procedural requirements of these guidelines subject to the following limitations:

- A. No nonexempt action will be authorized prior to compliance with procedural and substantive requirements;
- B. No action will be authorized which shall irrevocably commit the district to approve or authorize a nonexempt action;
- C. The district may withhold approval of an exempt action which would lead to modification of the physical environment, when such modifications would serve no purpose if later approval of a nonexempt action is not secured; and
- D. The district may withhold approval of exempt actions which would lead to substantial financial expenditures by a private applicant which would serve no purpose if later approval of a nonexempt action is not secured.

## **Lead Agency Determination and Responsibilities**

The district is lead agency for the proposals it initiates and is responsible for compliance with SEPA regulations.

## **Environmental Checklist**

Except as provided in WAC 197-11-315 the school district must complete an environmental checklist (WAC 197-11-960) for any proposal that meets the definition of action (WAC 197-11-709), and is not categorically exempted in WAC 197-11-800 and 880. This checklist will be the basis for the threshold determination.

For all proposals for which the district is the lead agency, the responsible official of the district will make the threshold determination pursuant to the criteria and procedures of WAC 197-11-300 through -360.

## **Preparation of EIS**

The draft and final EIS will be prepared either by the responsible official or his/her designee or a consultant retained by the school district.

In the event that an EIS is to be prepared by a consultant, the responsible official will assure that the EIS is prepared in a responsible manner and with appropriate methodology. The responsible



official will direct the areas of research and examination to be undertaken, as well as the organization of the resulting document.

No matter who participates in the preparation of an EIS, it must be approved by the responsible official prior to distribution.

### **Public Notice**

The district will establish a mailing list for those interested citizens who wish to be informed regarding documents the district issues that require public notice. If deemed appropriate by the responsible official, the school district will place appropriate notice in the paper of general circulation which serves the area.

### **Designation of Official to Perform Consulted Agency Responsibilities for the District**

The superintendent or his/her designee will be responsible for the preparation of the written comments for the district in response to a consultation request prior to a threshold determination, participation in predraft consultation or reviewing a draft EIS.

The official designated in paragraph 1 will be responsible for compliance by the district with WAC 197-11-400 through -460 wherever the district is a consulted agency, and he/she is authorized to develop operating procedures which shall ensure that responses to consultation requests are prepared in a timely fashion and include data from all appropriate departments of the district.

### **Designation of Responsible Official**

For those proposals for which the district is the lead agency, the responsible official will be the superintendent or his/her designee. The responsible official will make the threshold determination, supervise preparation of any required EIS and perform any other functions assigned to the "lead agency".

### **Fees**

No fee will be collected by the district for performing its duties as a consulted agency.

The district may charge any person for copies of any document prepared pursuant to the requirements of this ordinance and for mailing thereof, in a manner provided by Chapter 42.56 RCW.

### **Publication of Notice**

The district may publish notice of action pursuant to RCW 43.21C.080 for any action to establish a time limit for judicial appeals.

The form of the notice will be as prescribed by the department of ecology and/or substantially in the form and manner set forth in RCW 43.21C.080. The notice will be published by the district secretary pursuant to RCW 43.21C.080.

Legal References:     RCW 43.21C  
                              WAC 197-11

State Environmental Policy  
State Environmental Policy Act (SEPA)  
Rules

Management Resources: 2011 – October Issue  
                                  1998 – December Issue

**Adoption Date: 2.27.08**  
**School District Name: Steilacoom Historical School District**  
**Revised: 3.11.15**

## **PESTICIDE NOTIFICATION, POSTING AND RECORD KEEPING**

Upon request, the district will provide notification to staff and parents of the district's pest control policies, methods and its posting and notification requirements.

The superintendent will develop procedures to assure that the district complies with the requirements of law regarding pesticide notification, posting and record keeping. The district's procedures for notification will include posting of sites of pesticide applications; and record keeping, including an annual summary report of pesticide usage.

Legal References:     RCW 17.21

Pesticide Application Act

Management Resources:     2011 – February Issue  
                                      2002 – June Issue

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised: 3.11.15**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: March 11, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**   X   **ACTION First Reading of Management Series Policies: 6900 and 6905**  
       **INFORMATION**

**BACKGROUND INFORMATION:** In the District's continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following policies are in need of minor revisions:

Policy 6900 – Facilities Planning

- Minor wording edits
- New language regarding accessibility to persons with disabilities

Policy 6905 – Site Acquisition

- Minor wording edits
- Addition of Growth Management Act legislation

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to move Policy 6900 and 6905 to a second reading.

**Report prepared by: Jim Brittain – Executive Director of Finance and Operations**

## FACILITIES PLANNING

In order to provide the best possible physical environment for learning and teaching, the following factors ~~shall~~will be considered in the planning of district facilities:

- A. Facilities ~~shall~~will accommodate the educational needs of students and be consistent with the educational philosophy and instructional goals of the district~~;~~:-
- B. Facilities ~~shall~~will meet or exceed all health, safety and welfare regulations~~;~~:-
- C. The district ~~shall~~will seek state and federal moneys to the maximum extent available to supplement its own financial resources~~;~~:-
- D. Undesirable environmental impact ~~shall~~will be minimized~~;~~:-
- E. Changing demographic factors shall be monitored~~.in order that students' needs are met when the future becomes the present.~~

### Facilities Master Plan

In order to efficiently manage the district's present and future facilities needs, a facilities master plan ~~shall~~will be developed. Such plan ~~shall~~will cover a ten-year period, be developed in conjunction with the local comprehensive land-use plan and other growth management policies, be reviewed annually and include at least the following:

- A. A cost analysis of financial ability of the district to implement its facilities program;
- B. Existing and projected enrollment figures, including an analysis of the racial composition of the student population;
- C. An inventory of the district's undeveloped property and developed facilities, including an analysis of the number of students in each facility and whether the facility is over or under crowded.
- D. An analysis of the appropriateness of the facilities to meet the needs of students and members of the public, ~~all district services, programs and activities, will be accessible to individuals with disabilities and appropriate for students regardless of genderincluding acceptability to students of both sexes and those with disabilities, all district services, programs and activities, when viewed in their entirety, shall be accessible to individuals with disabilities;~~
- E. Recommendations as to the sale or other disposition of district property not needed in the future; and
- F. Recommendations as to the acquisition, construction or modification of new sites or facilities and of how such ~~shall~~will better meet the needs of students and the educational program.

### Enrollment Projections

Enrollment ~~shall~~will be projected for a five-year period using methods acceptable to the ~~state-State board Board of education-Education~~ for determining the district's eligibility for state construction grants. This projection ~~shall~~will be reviewed and revised annually and supplemented by an analysis of additional factors that may affect the student population, such as potential zoning and development changes within the district, housing projections and the development of new businesses and public projects.

Legal Reference: 42 U.S.C. § 12101 et. seq. Americans with Disabilities Act

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**

## SITE ACQUISITION

The district ~~shall~~will attempt to acquire building sites substantially in advance of the actual construction of facilities in order to minimize delay in construction projects and to realize financial savings to the district. The board ~~will~~shall periodically review its inventory of land in light of growth trends in the district and local land use restrictions, and make such transactions as it determines ~~shall~~will best meet the future needs of the district.

Prior to any purchase of real estate the district ~~shall~~will obtain a market value appraisal by a professionally designated real estate appraiser as defined in RCW 74.46.020. The board shall select the appraiser. The appraisal will identify the relevant zoning and Growth Management Act specifications to determine whether the intended use of the property is legally permitted.

In acquiring a new site, the board ~~shall~~will always first attempt to reach settlement with the owner through negotiations. Eminent domain proceedings ~~shall~~will be commenced at the outset of the decision to purchase a particular site to avoid delay in the event of a negotiations breakdown, but the district ~~shall~~will resort to condemnation only when it is obvious that negotiations ~~shall~~will not lead to an amicable settlement.

The board ~~shall~~will acquire school sites or facilities only when it clearly contemplates using the property for school purposes.

Legal References:	RCW 8.16	Eminent Domain by School Districts
	28A.335.130	Real property--Sale--Use of proceeds
	28A.335.090	Conveyance and acquisition of property
		— Management
	74.46.020	Definitions
	<u>Chapter 36.70A RCW Growth Management Act</u>	

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**

**Steilacoom Historical School District Board of Directors**

**REGULAR BOARD MEETING**

Date: March 11, 2015

**TO:** Members, Steilacoom Historical School District Board of Directors

**ISSUE:**   X   **ACTION** First Reading of Management Series Policies: 6910, 6920 and 6925  
           **INFORMATION**

**BACKGROUND INFORMATION:** In the District's continual efforts to update policy and procedure in accordance with WSSDA model policy, it has been determined that the following policies are in need of minor revisions:

Policy 6910 – Construction Financing

- Minor wording edits
- Deletion of the oversight of State Board of Education –addition of Superintendent of Public Instruction

Policy 6920 – Construction Design

- Minor wording edits

Policy 6925 – Architect and Engineering Services

- Minor wording edits

**FISCAL IMPLICATIONS:** None

**RECOMMENDED DECISION:**

It is the recommendation of the Superintendent to move Policy 6910, 6920 and 6925 to a second reading.

**Report prepared by:** Jim Brittain – Executive Director of Finance and Operations



## CONSTRUCTION FINANCING

The board ~~shall~~will attempt to add moneys to the capital projects fund regularly in such amounts as are available and appropriate to the district's needs as projected by the facilities master plan. Moneys in that fund which are not immediately needed ~~shall~~will be invested in those securities permitted by law which ~~shall~~will provide maximum return to the fund. In addition to those moneys, the board may consider non-voter approved debt within statutory limits and the board ~~shall~~will seek authority from district electors to issue bonds or levy a special capital improvements property tax assessment for school construction when specific projects are anticipated. The board ~~shall~~will also seek matching funds from the ~~state Superintendent of Public Instruction board of education~~ to the maximum extent available as well as any federal funds that may be available.

### State School Construction Funds

Immediately after the board has approved the initiation of a construction project, the superintendent ~~shall~~will notify the ~~state Superintendent of Public Instruction board of education~~ of the board's intent. All studies, notices and other requirements established by the ~~state board of education~~ Superintendent of Public Instruction as conditions for eligibility for state construction grants ~~shall~~will be completed by the superintendent.

The advice of the state superintendent of public instruction shall be solicited in order to assure the district's eligibility for state financial assistance.

### Non-Voter Approved Debt

If the board decides it is prudent, it may authorize the issuance of non-voter approved debt within statutory limits to purchase facility sites; improve energy efficiency of buildings; or acquire, remodel or repair school facilities. Statute limits non-voter approved school district debt to three-eighths of one percent of the value of the taxable land within the district.

### Bonds

If the board determines that there are insufficient moneys in the building fund for a construction project, the board chooses not to authorize an election for a capital levy, and the district's limit on bonded indebtedness has not been reached, the board ~~shall~~will authorize an election to seek the approval of voters to issue bonds in the amount needed for the project.

The legal requirements for bond elections and subsequent issuance and redemption of bonds ~~shall~~will be met. The resolution adopted by the board calling for the bond election ~~shall~~will specify the purposes of the bond including the specific buildings to be constructed or remodeled and any other purposes authorized in RCW 28A.530.010. The board resolution ~~will~~shall also describe the specific purposes the board anticipates for using any state financing assistance, if any. If circumstances alter the purposes for which the board believes it is in the best interest of the district to use the state funds or those raised through the bond, the board ~~shall~~will conduct a public hearing to consider the circumstances and to receive public testimony. At a meeting subsequent to the public hearing the board may either amend its original resolution or adopt a new one describing the specific purposes to which the state and/or bond funds will be put.

Upon the sale of bonds duly authorized as prescribed by law, the proceeds ~~shall~~will be credited by the county treasurer to the appropriate fund of the district.

Notice of intent to apply for state school construction funds ~~shall~~will be submitted to the ~~state board of education~~Superintendent of Public Instruction prior to submitting a bond proposal to district voters.

Legal References:	RCW 28A.320.310	Investment of <del>idle</del> building funds — Restrictions
	RCW 28A.525.020	Duties of <del>state board of education</del> <u>Superintendent of Public Instruction</u>
	RCW 28A.525.080	Federal <del>grants</del> — <u>Rules and regulations</u> funds for school plant facilities - Rules
	<del>RCW 28A.530</del>	<del>District Bonds for Land, Buildings and Equipment</del>
	RCW 28A.530.030	Disposition of bond proceeds — Capital projects fund
	RCW 28A.530.080	Additional authority to contract indebtedness - <u>Notice</u>
	RCW 39.36.020	Limitation of indebtedness prescribed
	WAC 392-123-180	Bond Proceeds

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**

## CONSTRUCTION DESIGN

Facilities will be designed to accommodate the educational, instructional and operational needs of the district. The professional experience and judgment of staff will be used in developing such educational specifications. The law requires that special attention be given the accessibility to the education program by students of both sexes and those with disabilities. The superintendent will see that all construction projects comply with the requirements for accessibility to individuals with disabilities and comparability between the sexes.

After determining that a need for new or improved facilities exists, the board, with the guidance of its professional staff, will engage in the following processes:

- A. Engage construction management services if applicable;
- B. Select an architect;
- C. Review a site evaluation including an assessment of existing facilities, if any, on the site;
- D. Develop educational, ~~operational or program~~ specifications recognizing instructional needs and available financial resources;
- E. Review and approve schematic design prepared by architect, assuring that the new or remodeled facility or part of a facility is readily accessible to and usable by individuals with disabilities;
- F. Review a value engineering study and constructability review, and approve construction design including construction estimates;
- G. Call for bids; and
- H. Review and approve final construction contract; and
- ~~I. Engage construction management services.~~

The board will comply with the terms and conditions as specified in the contract between the architect and the school district.

Legal References:	Chapter 39.35 RCW	Energy conservation in design of public Facilities
	42 U.S.C. § 12101 et. seq.	Americans with Disabilities Act
	WAC 392-343-080	Value engineering studies, constructability reviews, and building commissioning — Requirements and definitions
	WAC 392-343-102	Construction management
	WAC 392-344-065	Value engineering contracts
	WAC 392-344-066	Constructability review contracts
	WAC 392-344-075	Contracts — Filing

**Management Resources:**

*Policy News, October 2011*      *Policy Manual Revisions*  
*District Policy #3210 Students Nondiscrimination*  
*District Policy #5010 Nondiscrimination & Affirmative Action*

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised: 5.8.13**

## ARCHITECT AND ENGINEERING SERVICES

When considering the acquisition of architectural and engineering services the board of directors ~~shall~~will issue a notice in publication(s) of general circulation stating the general scope and nature of project(s) for which services are required. Effort ~~shall~~will be made to inform firms who employ minorities and/or women.

Interested firms will be requested to submit a statement of qualifications and performance data to enable the board to determine which architectural or engineering firm will best serve the needs of the district. Criteria for selection of a firm ~~shall~~will include, but not be limited to, quality and breadth of staff, design of similar projects, production capability, supervision and quality control, relationship with clients, cost estimates and budget control.

The superintendent is directed to establish necessary procedures to solicit and screen qualified engineers and architects. The superintendent ~~shall~~will recommend one or more firms to the board for its consideration. The board and the successful architectural or engineering firm ~~shall~~will enter into a contract for the necessary services. In the event of an emergency, the board may waive this selection process and secure such services as needed.

Cross Reference: Board Policy 6220

~~Purchasing: Bids and Contracts~~Bid Requirements

Legal References: RCW 28A.330.100(3)  
RCW 39.80

Additional powers of boards (1st class)  
Contracts for architectural and  
engineering services  
Architects' contracts

AGO 57-59 No.68

**Adoption Date: 2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**



## RELIGIOUS-RELATED ACTIVITIES AND PRACTICES

The board recognizes that views and opinions regarding the relationship of the schools and religion are diverse. While community opinions are important in shaping policy, the board must give primary credence to the United States and Washington state constitutions, state law and the decisions made by the respective courts when establishing guidelines for making decisions regarding religious-related activities and practices. The board further accepts the declaration of the State Board of Education that “all students . . . possess the constitutional right to the free exercise of religion and to have their schools free from sectarian control or influence.” To this end, the board ~~hereby~~ establishes the following guidelines to preserve the constitutional rights of all students: ~~within the framework of the respective constitutions.~~

- A. Instruction about religious matters and/or using religious materials will~~shall~~ be conducted in an objective, neutral, non-devotional manner and will~~shall~~ serve a secular educational purpose. History, sociology, literature, the arts and other disciplines taught in school may have a religious dimension. Study of these disciplines, including the religious dimension, will~~shall~~ give neither preferential nor disparaging treatment to any single religion or to religion in general and must not be introduced or utilized for devotional purposes.

Criteria used to guide academic inquiry in the study of religion will~~shall~~ seek the same neutrality, objectivity and educational effectiveness expected in other areas of the curriculum. In addition, materials and activities should be sensitive to America's pluralistic society and should educate rather than indoctrinate. Instructional activities should meet the three-part test established and used by the U.S. Supreme Court to determine constitutionality: (1) the activity must have a secular purpose; (2) the activity's principal or primary effect must be one that neither advances nor inhibits religion; and (3) the activity must not ~~excessively involve~~~~impose excessive involvement on the part of~~ the school in ~~order to maintain a neutral position towards the advancement of~~ religion. This constitutional restriction ~~does~~shall not preclude a student from expressing his/her views relative to belief or non-belief about a religious-related issue in compositions, reports, music, art, debate and classroom discussion, when consistent with the assignment.

All religious-related instructional materials and/or activities must relate to ~~a~~ secular student learning goals or standards.

- B. Staff will~~shall~~ avoid assigning work that emphasizes the religious aspects of a holiday. Individual students should be allowed, at their own direction, to use religious personages, events or symbols as a vehicle for artistic expression, if consistent with the assignment. State law prohibits staff from requiring that students reveal, analyze or critique their religious beliefs, from grading academic work on its religious expression if any, from censoring or imposing consequences on students who engage in religious expression in accordance with the law, or from imposing the religious beliefs of the staff member on students.

- ~~B.C.~~ A student may decline to participate in a school activity that is contrary to his/her religious convictions.

~~C.~~ If noncurriculum-related student groups are permitted to meet on school premises immediately before or after school hours, students will~~shall~~ be permitted to meet to discuss religious, political, philosophical or other issues provided such group meetings are student-

initiated and student-managed in compliance with Board Policy 2153, Non-curriculum Related Student Groups.

- D. Religious groups may rent school facilities under the policy providing for facilities rental. Activities of such groups ~~will~~shall be clearly separated from school sponsored activities so that the school district does not support or appear to support the establishment of religion.
- E. A student may distribute religious literature under the same conditions that other literature may be distributed on the campus provided that such distribution does not intrude on the operation of the school.
- F. Material and/or announcements promoting religion may not be distributed by non-students or on behalf of groups or individuals who are not students.
- G. Religious services, programs or assemblies ~~will~~shall not be conducted in school facilities during school hours or in connection with any school sponsored or school related activity. Speakers and/or programs that convey a religious or devotional message are prohibited. This restriction does not preclude the presentation of choral or musical assemblies which may use religious music or literature as a part of the program or assembly.
- H. Musical, artistic and dramatic presentations which have a religious theme may be included in course work and programs on the basis of their particular artistic and educational value or traditional secular usage. They ~~will~~shall be presented in a neutral, non-devotional manner, be related to the objective of the instructional program, and be accompanied by comparable artistic works of a nonreligious nature.
- ~~I.~~ I. Since a variety of activities is included as part of a holiday theme, care must be exercised to focus on the historical and secular aspects of the holiday rather than its devotional meanings. Music programs ~~will~~shall not use the religious aspect of a holiday as the underlying message or theme. Pageants, plays and other dramatic activities ~~will~~shall not be used to convey religious messages. Religious symbols such as nativity scenes, if used, ~~will~~shall be displayed in conjunction with a variety of secular holiday symbols so that the total presentation emphasizes the cultural rather than religious significance of the holiday.
- ~~H.~~ J. A student, upon the request of a parent, may be excused to participate in religious instruction for a portion of a school day provided the activity is not conducted on school property. (Credit ~~will~~shall not be granted for such instruction.)
- ~~I.~~ K. Upon receipt of a parent(s) request, a student ~~will~~shall be excused from attending school in observance of a religious holiday.
- ~~J.~~ L. Students may wear religious attire or symbols provided they are not materially and substantially disruptive to the educational process.
- ~~K.~~ L. As a matter of individual liberty, a student may of his/her own volition engage in private, non-disruptive prayer at any time not in conflict with learning activities. School staff ~~will~~shall neither encourage, ~~nor~~discourage a student from engaging in non-disruptive oral or silent prayer or any other form of devotional activity.
- ~~L.~~ M. Commencement exercises ~~will~~shall be free from sectarian influence, including invocations and benedictions.
- ~~M.~~ N. There ~~will~~shall be no school sponsorship of baccalaureate services. Interested parents and students may plan and organize baccalaureate exercises provided that the service is not promoted through the school and staff, and student participation is voluntary.

Students, parents and staff who are aggrieved by practices or activities conducted in the school or district may register their concern with the building principal or district superintendent.



Cross References:	Board Policy 2153	Noncurriculum-related Student Groups
	Board Policy 3122	Student Absences
	Board Policy 3220	Freedom of Expression
	Board Policy 3223	Freedom of Assembly
	Board Policy 3224	Student Dress
	Board Policy 4220	Complaints Regarding Staff or Program
	Board Policy 4237	Contests, Advertising and Promotions
	Board Policy 4235	Public Performances
Legal References:	Board Policy 4260	Use of School Facilities
	U.S. Constitution	First Amendment, Fourteenth Amendment
	Wash. Constitution	Art. I, § 11
	Wash. Constitution	Art. 9, Sec. 4 and Art. 26
	RCW 28A.600.025	Student rights of religious expression — Duty of superintendent of public instruction to inform school districts
	WAC 392-400-227	School district rules defining students' religious rights

**Adoption Date:**

**2.27.08**

**School District Name: Steilacoom Historical School District**

**Revised:**