



Regular Meeting Agenda

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

STUDY SESSION: The School Board normally convenes at 6:30 pm just prior to the start of the formal Board meeting to discuss the Board agenda.

No decision making is undertaken. These study sessions are open to the public.

Wednesday, February 23, 2022 07:00 PM

I. CALL TO ORDER

(Action)

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

II. PRESENTATION - Pioneer Middle School Choir

(Presentation)

Presenter: JoAnne Fernandes/Katie Elshire

III. 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 not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

IV. RECESS TO PUBLIC HEARING

V. PUBLIC HEARING

(Information)

A. Budget Extension for the Debt Service Fund Presentation

Presenter: Melissa Beard

[Budget Extension Public Hearing Presentation.pdf \(p. 3\)](#)

B. Comments from the Audience

VI. RETURN TO REGULAR MEETING

VII. REPORTS - Legislative Update **(Information)**

Presenter: Victor Hogan

VIII. CONSENT AGENDA **(Action)**

The purpose of the consent agenda is to reduce time going through motion, second and voting on issues of common consent. Any Board member can ask for any item to be removed from the consent agenda. There is no discussion of items on the consent agenda. By motion of the Board, remaining items are approved without discussion as part of the consent agenda. Discussion of items removed from the consent agenda occurs immediately following action on the consent agenda.

[Approval of Financial Reports.PDF \(p. 6\)](#)

[Approval of January and February 2022 Accounts Payable and January 2022 Payroll.PDF \(p. 16\)](#)

[Approval of January 26 2022 Regular Meeting Minutes.pdf \(p. 17\)](#)

[Approval of February 9 2022 Special Meeting and Study Session Minutes.pdf \(p. 21\)](#)

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

[Approval of Classified Personnel Report.pdf \(p. 24\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 25\)](#)

[Approval of Instructional Materials Committee Membership.pdf \(p. 26\)](#)

[Approval of IT Surplus.PDF \(p. 28\)](#)

IX. OLD BUSINESS

A. Resolution 888-02-23-21 Budget Extension **(Action)**

Presenter: Melissa Beard

[Resolution 888-02-23-22 Budget Extension.pdf \(p. 30\)](#)

B. Federal Funding Update **(Information)**

Presenter: Melissa Beard

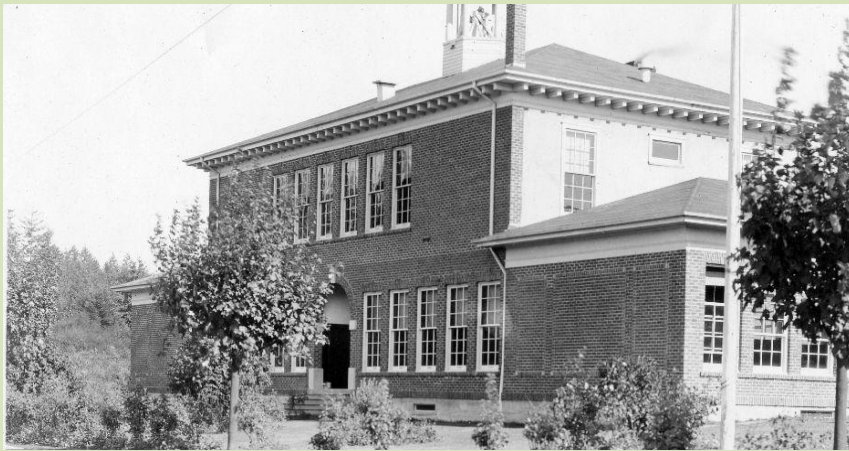
[Federal Funding Update.pdf \(p. 32\)](#)

X. BOARD COMMUNICATION **(Information)**

XI. ANNOUNCEMENTS **(Information)**

XII. ADJOURNMENT **(Action)**

Steilacoom Historical School District



Public Hearing for
21-22 Debt Service
Fund Budget
Extension
February 23, 2022

2021-22 Budget Extension

- Original budget: \$8,307,975
 - Requesting to increase to \$8,507,975
- Additional expenditures related to bond refunding
- Action requested: Approve Resolution 888-02-23-22

Questions/Comments

Steilacoom Historical School District No. 1
Financial Report - January 31, 2022
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of January 31, 2022 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	47,399,394	19,904,530	41.99%
Expenditures & Other Financing Uses	48,571,407	21,915,056	45.12%
Excess Revenues/Other Financing Sources			
Over (under) Expend & Other Financing Uses	(1,172,013)	(2,010,527)	
		(700,000)	
Transfer to Capital Projects			
Net Change in Unassigned Fund Balance		(2,710,527)	

Fund Balances	9/1/2021	1/31/2022	Variance
Unassigned Fund Balance	1,137,865	1,060,847	-77,018
Unassigned Minimum Fund Balance	2,770,000	2,770,000	0
Fund Balance	3,907,865	3,830,847	-77,018

Capital Projects Fund:

Fund Balance - Impact Fees \$855,545.54 - Turf Field Replacement \$500,000

Beginning Fund Balance		5,452,744	
GF Transfer to Capital Projects	0		
Revenues	773,241		
Expenses	826,326		
		(53,084)	
Ending Fund Balance 1/31/2022			5,399,660

	9/1/2021 Beginning Balance	1/31/2022 Ending Fund Balance	Variance
Debt Service Fund*:	5,517,203	1,611,243	(3,905,960)
ASB Fund:	336,896	357,082	20,186
Transportation Fund:	128,506	128,550	44

***12/1/2021 Principal and Interest - \$7,913,225; 6/1/2022 Interest payment - \$ 392,250**

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	6,370,728	7,441.87	2,714,035.24		3,656,692.76	42.60
2000 LOCAL SUPPORT NONTAX	187,400	8,876.32	46,724.06		140,675.94	24.93
3000 STATE, GENERAL PURPOSE	27,213,528	2,419,071.97	11,158,870.93		16,054,657.07	41.00
4000 STATE, SPECIAL PURPOSE	6,800,004	586,629.38	2,689,760.86		4,110,243.14	39.56
5000 FEDERAL, GENERAL PURPOSE	282,000	.00	171,437.00		110,563.00	60.79
6000 FEDERAL, SPECIAL PURPOSE	6,545,734	834,612.91	3,123,701.45		3,422,032.55	47.72
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	47,399,394	3,856,632.45	19,904,529.54		27,494,864.46	41.99
B. EXPENDITURES						
00 Regular Instruction	26,797,965	2,006,989.33	11,128,648.67	13,950,182.07	1,719,134.26	93.58
10 Federal Stimulus	1,610,754	77,808.00	1,353,276.83	888,945.32	631,468.15	139.20
20 Special Ed Instruction	5,898,981	517,110.37	2,545,108.12	3,875,851.09	521,978.21	108.85
30 Voc. Ed Instruction	2,258,408	165,510.06	934,178.11	1,014,450.82	309,779.07	86.28
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	962,500	178,049.70	617,664.14	1,225,782.68	880,946.82	191.53
70 Other Instructional Pgms	502,101	16,863.08	216,003.35	98,200.46	187,897.19	62.58
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	10,540,698	886,782.99	5,120,177.27	6,721,774.05	1,301,253.32	112.35
Total EXPENDITURES	48,571,407	3,849,113.53	21,915,056.49	27,775,186.49	1,118,835.98	102.30
C. OTHER FIN. USES TRANS. OUT (GL 536)	700,000	.00	700,000.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)	1,872,013-	7,518.92	2,710,526.95-		838,513.95-	44.79
F. TOTAL BEGINNING FUND BALANCE	5,779,878		5,841,374.30			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,907,865		3,130,847.35			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	700,000-	700,000.00-
G/L 872 Committd to Econmc Stabilizatn	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	1,837,865	1,060,847.35
G/L 891 Unassigned Min Fnd Bal Policy	2,770,000	2,770,000.00
<u>TOTAL</u>	3,907,865	3,130,847.35

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2022

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	170,000	44,725.50	73,241.24		96,758.76	43.08
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	350,000	.00	.00		350,000.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	8,700,000	.00	700,000.00		8,000,000.00	8.05
Total REVENUES/OTHER FIN. SOURCES	9,220,000	44,725.50	773,241.24		8,446,758.76	8.39
B. EXPENDITURES						
10 Sites	7,440,000	.00	.00	0.00	7,440,000.00	0.00
20 Buildings	2,300,000	54,912.85	806,736.68	2,129,805.16	636,541.84-	127.68
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	300,000	.00	.00	0.00	300,000.00	0.00
50 Sales & Lease Expenditure	0	4,057.00	19,588.94	1,327.50	20,916.44-	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	10,040,000	58,969.85	826,325.62	2,131,132.66	7,082,541.72	29.46
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	820,000-	14,244.35-	53,084.38-		766,915.62	93.53-
F. TOTAL BEGINNING FUND BALANCE	4,424,836		5,452,744.31			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	3,604,836		5,399,659.93			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	421,602.25-
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted from Impact Proceeds	835,395	855,545.54
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	500,000	500,000.00
G/L 889 Assigned to Fund Purposes	2,269,441	4,465,716.64
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 3,604,836	 5,399,659.93

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 Local Taxes	8,819,174	10,962.33	4,006,316.64		4,812,857.36	45.43
2000 Local Support Nontax	2,000	98.01	948.19		1,051.81	47.41
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	8,821,174	11,060.34	4,007,264.83		4,813,909.17	45.43
B. EXPENDITURES						
Matured Bond Expenditures	7,385,000	.00	7,385,000.00	0.00	.00	100.00
Interest On Bonds	920,475	.00	528,225.00	0.00	392,250.00	57.39
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
Total EXPENDITURES	8,307,975	.00	7,913,225.00	0.00	394,750.00	95.25
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXPENDITURES (A-B-C-D)	513,199	11,060.34	3,905,960.17-		4,419,159.17-	861.10-
F. TOTAL BEGINNING FUND BALANCE	5,921,592		5,517,203.45			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	6,434,791		1,611,243.28			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	6,434,791		1,611,243.28			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	6,434,791		1,611,243.28			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2022

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	203,800	7,821.50	62,687.60		141,112.40	30.76
2000 Athletics	150,709	700.00	11,563.01		139,145.99	7.67
3000 Classes	68,935	88.00	4,723.83		64,211.17	6.85
4000 Clubs	521,040	1,418.82	33,890.86		487,149.14	6.50
6000 Private Moneys	24,300	.00	1,269.06		23,030.94	5.22
Total REVENUES	968,784	10,028.32	114,134.36		854,649.64	11.78
B. EXPENDITURES						
1000 General Student Body	230,800	1,196.06	16,667.37	2,400.27	211,732.36	8.26
2000 Athletics	222,270	8,567.88	33,021.03	19,146.70	170,102.27	23.47
3000 Classes	84,929	1,250.00	4,189.23	0.00	80,739.77	4.93
4000 Clubs	641,674	6,314.50	39,854.23	26,403.79	575,415.98	10.33
6000 Private Moneys	33,887	.00	216.01	0.00	33,670.99	0.64
Total EXPENDITURES	1,213,560	17,328.44	93,947.87	47,950.76	1,071,661.37	11.69
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)	244,776-	7,300.12-	20,186.49		264,962.49	108.25-
D. TOTAL BEGINNING FUND BALANCE	366,565		336,895.92			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)	121,789		357,082.41			
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	121,789		357,082.41			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	121,789		357,082.41			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of January, 2022

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	9.40	44.18		455.82	8.84
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	6,500	.00	.00		6,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>7,000</u>	<u>9.40</u>	<u>44.18</u>		<u>6,955.82</u>	<u>0.63</u>
 <u>B. 9900 TRANSFERS IN FROM GF</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>		 <u>.00</u>	 <u>0.00</u>
 <u>C. Total REV./OTHER FIN. SOURCES</u>	 <u>7,000</u>	 <u>9.40</u>	 <u>44.18</u>		 <u>6,955.82</u>	 <u>0.63</u>
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 <u>10,000</u>	 <u>.00</u>	 <u>.00</u>	 <u>0.00</u>	 <u>10,000.00</u>	 <u>0.00</u>
 <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>F. OTHER FINANCING USES (GL 535)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	 <u>3,000-</u>	 <u>9.40</u>	 <u>44.18</u>		 <u>3,044.18</u>	 <u>101.47-</u>
 <u>H. TOTAL BEGINNING FUND BALANCE</u>	 <u>128,506</u>		 <u>128,506.03</u>			
 <u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 <u>XXXXXXXXXX</u>		 <u>.00</u>			
 <u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	 <u>125,506</u>		 <u>128,550.21</u>			
 <u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	125,506		128,550.21			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 <u>TOTAL</u>	 <u>125,506</u>		 <u>128,550.21</u>			

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

Steilacoom Historical School District

Affidavit covering payment of payroll and invoices for General Fund, Capital Projects Fund, Associated Student Body Fund, Private Purpose Trust Fund and Transportation Vehicle Fund.

DATE: February 23, 2022

THIS IS TO CERTIFY, under penalty of perjury, that the undersigned has examined the attached vouchers and payroll, and that each of the invoices and vouchers were duly certified to have been received and checked as to price and quantity and have been duly certified by the claimant, as required by law; that the extensions and additions of said invoices and vouchers have been checked by Business Office staff and were found to be correct.

Melissa Beard

Dr. Melissa Beard, Chief of Finance and Operations

THIS IS TO CERTIFY that the warrants and electronic transfers of the Steilacoom Historical School District No. 1, Pierce County, Washington, as listed below, have been allowed by the School Board of this district.

FUND NAME		WARRANTS (INCLUSIVE)	AMOUNT
GENERAL FUND:			
January 25, 2022	Accounts Payable	131061 to 131087	\$ 22,881.52
January 25, 2022	Accounts Payable	131088 to 131092	\$ 253.95
	Payroll	800908 to 800908	\$ 720.48
	Payroll A/P	131093 to 131101	\$ 430,166.41
	Payroll ACH Payments		\$ 572,638.71
	Payroll Taxes		\$ 577,439.84
	Direct Deposit		\$ 1,611,016.33
January 28, 2022	Accounts Payable	131102 to 131103	\$ 27,479.20
February 2, 2022	Accounts Payable	131104 to 131135	\$ 159,733.23
February 10, 2022	Accounts Payable	131136 to 131181	\$ 418,994.76
February 17, 2022	Accounts Payable	131182 to 131210	\$ 279,383.09
TOTAL GENERAL FUND:			\$ 4,100,707.52
CAPITAL PROJECTS FUND:			
February 7, 2022	Accounts Payable	200545 to 200454	\$ 5,355.00
TOTAL CAPITAL PROJECTS FUND:			\$ 5,355.00
ASSOCIATED STUDENT BODY FUND:			
January 26, 2022	Accounts Payable	404951 to 404951	\$ 1,715.00
January 26, 2022	Accounts Payable	404954 to 404954	\$ 1,305.90
February 3, 2022	Accounts Payable	404955 to 404955	\$ 2,919.10
February 10, 2022	Accounts Payable	404956 to 404956	\$ 252.00
TOTAL ASSOCIATED STUDENT BODY FUND:			\$ 6,192.00
TRANSPORTATION VEHICLE FUND:			
		to	
		to	
TOTAL TRANSPORTATION VEHICLE FUND:			\$ -

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board



Regular Meeting Minutes
Steilacoom High School · 54 Sentinel Drive · Steilacoom, WA
Wednesday, January 26, 2022

STUDY SESSION:

- Agenda review

REGULAR MEETING:

I. CALL TO ORDER

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

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

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

Director Tinsley made a motion to approve the agenda with amended Classified Personnel Report and moving the Approval of Instructional Materials Committee Membership to New Business, Director Hogan seconded the motion, and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

Noah Tchobanoff, Steilacoom resident, expressed disappointment with the decision to remove Tom Bradbury as head coach of the SHS baseball team, and requested his reinstatement.

Jason Coke, Steilacoom, shared concerns with the investigation that led to Tom Bradbury's removal as coach of the SHS baseball team, and requested transparency in the process, asking for the board to review the process.

Tammy Pettit, Steilacoom, shared the belief that Tom Bradbury should be reinstated as head coach of the SHS baseball team, and asked the Board to look further into the situation.

Kevin Burke spoke to Tom Bradbury's character.

Tom Wargo, DuPont, shared comments via email to Superintendent Weight and the SHSD Board of Directors and his comments will be included in the documents of tonight's meeting.

III. RECESS TO EXECUTIVE SESSION

Director Hogan made a motion for the board to recess to Executive Session at 7:15 pm, Director McDonald seconded the motion, and the motion passed (4/0).

IV. 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.

V. RETURN TO REGULAR MEETING

The board returned to the regular meeting at 7:26 pm.

VI. PRESENTATIONS

A. School Board Recognition

Superintendent Weight acknowledged the all-volunteer SHSD Board of Directors and thanked them for their year-round dedicated service to the district's staff, students, and families. Directors also received certificates of appreciation.

B. NBCT Recognition

Dr. Paul Harvey, Executive Director of Teaching & Learning, introduced Karen Antonowicz who shared a presentation on the National Board Certification process. Steilacoom Historical School District National Board Certified Teachers include Chloe Clark Elementary teachers Kaitlyn Almeida, Karen Antonowicz, Brett Bradshaw, Rod Enos, Keane Hansen, Bonnie Landes, Adriana Posada, and Shannon Schmitz; Cherrydale Primary teachers Lanae Olson and Deirdre Davis; Saltar's Point Elementary teacher Kristen Barton; Pioneer Middle School teachers Aimee Brown, Stephanie Mateus, Scott Stugelmeyer, and Jenessa Stout; Steilacoom High School teachers Kelsey Tretheway, Renee Chase, Marilyn Wynn, and Meggan Mattes.

Newly certified teacher Jenessa Stout received a certificate from Ms. Antonowicz. Ms. Stout shared her appreciation for the support she received from the district.

VII. CONSENT AGENDA

Director Hogan made a motion to approve the amended Consent Agenda, Director Tinsley seconded the motion, and the motion passed (4/0). The Consent Agenda included attached Financial Reports; December 2021 and January 2022 Accounts Payable including December 2021 Payroll; December 8, 2021 Regular Board Meeting Minutes, January 12, 2022 Study Session Minutes; and Personnel Reports.

VIII. OLD BUSINESS

A. Approval of School Board Operating Protocol

Director McDonald made a motion to approve the 2022 Board Operating Protocol, Director Tinsley seconded the motion, and the motion passed (4/0). Dr. Weight shared comments from Director Scott supporting the School Board Operating Protocol.

B. Approval of Resolution 887-01-26-22 Bond Refunding

Director Tinsley made a motion to approve Resolution 887-01-26-22 for Bond Refunding, Director McDonald seconded the motion, and the motion passed (4/0). Dr. Weight shared Director Scott's comments supporting the approval of the bond refunding.

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

IX. NEW BUSINESS

A. First Reading of Policy 3116 Students in Foster Care

Director McDonald made a motion to approve Policy 3116 Students in Foster Care, Director Hogan seconded the motion, and the motion passed (4/0).

B. First Reading of Policy 6605 Student Safety Walking to School and Riding Buses

Director Tinsley made a motion to approve Policy 6605 Student Safety Walking to School and Riding Buses, Director Hogan seconded the motion, and the motion passed (4/0).

C. First Reading of Policy 6220 Bid Requirements

Director McDonald approved Policy 6220 Bid Requirements, Director Tinsley seconded the motion, and the motion passed (4/0).

D. Approval of Instructional Materials Committee Membership

Chair Rohrer shared this item was moved from the Consent Agenda to New Business for transparency. Director Hogan made a motion to approve the Instructional Materials Committee membership, Director McDonald seconded the motion, and the motion passed (4/0).

X. BOARD COMMUNICATION

Director McDonald shared that the SHSD Board of Directors had received communication about athlete mask-wearing and regarding the SHS baseball coach. Director McDonald shared that Dr. Weight has responded to all communication received by the SHSD Board of Directors.

XI. ANNOUNCEMENTS

Director McDonald commented on the district's Facebook page and the good things she is seeing highlighted in the district.

Chair Rohrer shared her thankfulness that our district's students are still attending school in-person, acknowledging the work that is for the district's staff. She shared that WIIA provided another update today regarding testing for COVID-19. She also shared that the Steilacoom High School Cheer team is headed to the State Championship Competition.

Director Hogan commended Saltar's Point principal, assistant principal, and teachers who work with the special education students for the outstanding job they are doing for our students.

Director Tinsley shared appreciation for Cherrydale's tree lighting ceremony and gave kudos to Principal Ryan Douglas and Shea Emery, SHSD's Maintenance and Facilities Manager, for the planning and implementation of that event. She also thanked the district's administrators and staff for all the work they do every day for our students.

XII. ADJOURNMENT

Director McDonald made a motion to adjourn the meeting at 7:51 pm, Director Tinsley seconded the motion, and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



Steilacoom Historical School District Board of Directors

Meeting Minutes

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

Wednesday, February 9, 2022

I. SPECIAL MEETING CALL TO ORDER

Chair Rohrer called the meeting to order at 5:51 pm.

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

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

II. COMMENTS FROM THE AUDIENCE

No comments.

III. APPROVAL OF ARCHITECT CONTRACT

Director Shawn Lewis shared information regarding the architect contract for a future elementary school in DuPont. Director Scott made a motion to approve the architect contract, and Director McDonald seconded the motion. Questions and discussion followed. The motion passed (5/0).

IV. ADJOURNMENT OF SPECIAL MEETING

Director Hogan made a motion to adjourn the Special Meeting at 6:04 pm, Director Scott seconded the motion, and the motion passed (5/0).

V. STUDY SESSION TOPIC FOR BOARD DISCUSSION

A. Policy Review - 1000 Series

The Board reviewed 1000 Series policies, focusing on Policy 1810 Annual Goals and Objectives, and the roles of both the SHSD Board of Directors and the Superintendent.

B. Policy Review - 5000 Series

The Board reviewed the 5000 Policy Series, focusing on Policies 5000, 5010, and 5020. Discussion involved key policy interests, as well as Board and Superintendent roles.

C. Procedural Motions

The Board reviewed and discussed procedural motions.

VI. ADJOURNMENT

Director Scott made a motion to adjourn the Study Session at 6:46 pm, Director Hogan seconded the motion, and the motion passed (5/0).

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

Page 1 of 2

VII. RECESS TO CLOSED SESSION

The board recessed to a Closed Session pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

VIII. CLOSED SESSION

Closed Session pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 2/23/2022						
Name	Position	FTE	Location	Effective Date	Action	Comment
PAYNE DANA	TEACHER	1.00	SALTAR'S POINT	8/29/2022	RESIGNATION	
BURK GUINEVERE	TEACHER	1.00	CHLOE CLARK	8/29/2022	RESIGNATION	
GALLIGAN PAUL	TEACHER	1.00	PIONEER	8/29/2022	RETIREMENT	
BUCKMISTER AMANDA	TEACHER	1.00	SALTAR'S POINT	8/29/2022	LEAVE OF ABSENCE	For the 2022-23 School Year
FRIEDLOS JANET	TEACHER	1.00	ANDERSON ISLAND	8/29/2022	RETIREMENT	
TURNER HEATHER	TEACHER	1.00	SALTAR'S POINT	8/29/2022	RESIGNATION	
BRODZIAK JOANNA	BEHAVIOR SUPPORT TEACHER	1.00	DISTRICT OFFICE	8/29/2022	RESIGNATION	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 2/23/2022						
Name	Position	Hours	Location	Effective Date	Action	Comment
RAMOS ANGELA	PARAPROFESSIONAL	6.50	SALTAR'S POINT	2/4/2022	RESIGNATION	
AHRENDSEN JULIE	CUSTODIAN	8.00	SALTAR'S POINT/CHERRYDALE	2/24/2022	NEW HIRE	
RIVERA-BEAUCHAMP NYWRKA	PARAPROFESSIONAL	6.50	PIONEER	2/25/2022	RESIGNATION	
MILLION SARA	PARAPROFESSIONAL	6.50	HIGH SCHOOL	3/1/2022	RESIGNATION	
TRAN LUOI	CUSTODIAN	4.00	CHLOE CLARK	3/1/2022	NEW HIRE	
ISRAEL ANGELO	PARAPROFESSIONAL	6.50	SALTAR'S POINT	2/24/2022	NEW HIRE	Temporary for 2021-22 School Year

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

Personnel Report 2/23/2022					
Name	Position	Location	Effective Date	Amount	Comment
JOHNSTON BREANNE	ASSISTANT GIRLS SOCCER COACH	PIONEER	1/31/2022	\$2,625.00	
BLANCHARD STAN	ASSISTANT BOYS BASKETBALL COACH	PIONEER	1/31/2022	\$3,176.25	
ANDERSON MATTHEW J	ASSISTANT TRACK & FIELD COACH	HIGH SCHOOL	2/28/2022	\$3,121.88	
CRAWFORD ANTHONY	ASSISTANT TRACK & FIELD COACH	HIGH SCHOOL	2/28/2022	\$3,121.88	
ANDERSON MATTHEW T	ASSISTANT BASEBALL COACH	HIGH SCHOOL	2/28/2022	\$3,052.50	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 2/23/22

Strategic Focus Area

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

BACKGROUND INFORMATION

Instructional Materials Committee (IMC) Membership

Following recommendations from the board of directors, the Teaching & Learning Department is adding two parent representatives to the IMC. The process for recruitment included a posting to the entire school community via ParentSquare and principal recommendations. We had seven respondents. Through conversation and review of each responding parent's submission about their interest and background, we are recommending two additional members to the district's IMC for approval by the board:

Makenzi Cook, has a kindergarten student at Cherrydale Primary. She is deeply interested in what students are learning and what will come to the classroom in the future. She has a background in psychology and she is a small business owner.

Kenya Brown, has a 4th grade student at Saltar's Point Elementary. She is committed to supporting our students be productive members of society and knows that schools are the places that prepare students for that role. She values inclusion and multiple perspectives in schools. She has an advanced degree in business and experience in human resources, and has experience as a tutor.

Information about the IMC was shared with the directors in January's approval memorandum submitted in January:

The Instructional Materials Committee (IMC) is formed by direction of School Board Procedure 2020P. The primary duty of the IMC is to establish and monitor such procedures as may be necessary for the evaluation and recommendation of core materials used by the district in conformance to stated criteria.

Membership positions are defined by the procedure and represent multiple stakeholders.

The committee will consist of: Executive Director of Teaching and Learning, one principal or assistant principal, at least one librarian, a teacher and a parent.

The procedure requires that members be appointed by the superintendent or designee through the district's committee process. Membership must be approved by the Board of Directors. The chairman and the secretary will be permanent members of the committee.

Other members will have three-year terms. Temporary appointments of one year or less may be made to fill vacancies.

The following page has a list of IMC members with the year of their term (3 maximum) and roles in the district included. The list of IMC members is submitted for board review and approval.

RECOMMENDED ACTION:

It is recommended that the board approve the updated roster of IMC members, adding the two additional parent members.

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

Instructional Materials Committee Membership List for 2021-2022

Name	Role	Building	Grade	Year of 3 year term
Paul Harvey	Chair	District	Admin	Permanent
Sue Cabigting	Secretary	District	NA	Permanent
Tina Ridge	Teacher-Librarian	CD	K-3	1
Nuno Castro	Teacher	PIO	Math	1
Stefani James	Para-Library	SHS	Library	1
Sean Wood	Teacher	SHS	Spanish	1
Trina McJunkins	Teacher	PIO	SPED	1
Jessica Soete	Assistant Principal	SHS	9-12	1
Daisy Ashford	Parent	Parent	Secondary	1
Susan Greer	Principal	AI	K-3	2
Mark Martinez	Technology	District	Admin	2
<u>Makenzi Cook</u>	<u>Parent</u>	<u>Parent</u>	<u>K-3</u>	<u>1</u>
<u>Kenya Brown</u>	<u>Parent</u>	<u>Parent</u>	<u>4-5</u>	<u>1</u>

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 23, 2022

Strategic Focus Area

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

BACKGROUND INFORMATION

The HP Chromebooks listed on the IT Surplus Form are a model that is no longer supported by Google. The Chromebooks do not receive the current updates that our online curriculum, resources, and testing require.

RECOMMENDED ACTION:

It is recommended that the board approve the surplus of 300 HP Chromebooks.

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

Steilacoom Historical School District

Surplus Form - District Office

The items listed are no longer required by our department and may be declared surplus. Items may be picked-up from locations indicated. NOTE: All licensed software and proprietary information must be removed from technology equipment.

Date 1/24/2022

Location/Building _____ *District Office*

Signature

[Handwritten signature]

[illegible]

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 23, 2022

Strategic Focus Area

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

BACKGROUND INFORMATION

The 2021-22 school year budget was adopted at the July 28, 2021 school board meeting. The Steilacoom Historical School District Debt Service Fund budget needs to be increased to include additional expenditures related to bond refunding. A public hearing was held February 23, 2022 to hear public comment on increasing the Debt Service Fund by \$200,000. The budget extension request is to increase the Debt Service Fund budget from \$8,307,975 to \$8,507,975.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Resolution 888-02-23-22 increasing the Debt Service Fund budget for the 2021-22 school year.

Report prepared by:
Dr. Melissa Beard, Chief of Finance and Operations

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

Resolution 888-02-23-22
RESOLUTION OF BUDGET EXTENSION

WHEREAS, WAC 392-123-071 through 392-123-074 and WAC 392-123-078 and 392-123-079 allows a first class district to file an increase of the amount of appropriation from any fund, and

WHEREAS, the Debt Service Fund of Steilacoom Historical School District No. 1 has unexpected expenditures in the 2021-2022 school year as a result of bond refunding which will require an increase in appropriation of \$200,000, and

WHEREAS, the Debt Service Fund beginning fund balance plus anticipated revenues is sufficient to provide for the additional expenditures.

THEREFORE, BE IT RESOLVED the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, hereby petition OSPI to increase the 2021-2022 General Fund appropriation amount from \$8,307,975 to \$8,507,975.

Approved by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington during a regularly scheduled meeting on the 23rd day of February 2022.

BY: _____
Chair

Vice-Chair

ATTEST:

Superintendent/Secretary

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: February 23, 2022

Strategic Focus Area

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

BACKGROUND INFORMATION

The federal government has provided over \$3.5 million in grants through the Governor's Emergency Education Relief (GEER) Fund and the Elementary and Secondary School Emergency Relief (ESSER) Fund. The handout provides award amounts, total spent and how much is remaining along with a description of how the funds were used to support students.

RECOMMENDED ACTION:

No action required. Information purposes only.

Report prepared by:
Dr. Melissa Beard, Chief of Finance and Operations

FEDERAL FUNDING UPDATE

February 23, 2022

	Award	Spent	Remaining	End date
GEER	\$ 235,550	\$ 235,550	\$ -	
ESSER I	\$ 264,453	\$ 264,453	\$ -	
ESSER II	\$ 1,022,818	\$ 977,844	\$ 44,974	8/31/2022
ESSER III LR	\$ 459,588	\$ 418,193	\$ 41,395	8/31/2023
ESSER III	\$ 1,839,629	\$ 691,945	\$ 1,147,684	8/31/2023
	\$ 3,586,488	\$ 2,352,435	\$ 1,234,053	

Governor's Emergency Education Relief (GEER) Fund

Received a grant from Pierce County. Used this grant in 2019-20 to purchase laptop computers for SHS staff so they could teach remotely during the Stay-at-Home order.

Elementary and Secondary School Emergency Relief (ESSER) Fund

ESSER I

Funding used to purchase devices for students and provide day care for first responders and medical personnel.

ESSER II

Funding used to purchase a new HVAC system for Saltar's Point, devices for students, personal protective equipment (PPE), and cleaning supplies.

ESSER III LR

Funding used to pay for Summer School staff and supplies.

ESSER III

Funding used to pay for Promise Program, Enhanced Core Instruction/Neural Education Strategy Implementation, devices for students, after school tutoring and Summer School in 2022.