



Meeting Packet

Steilacoom Historical School District No. 1 Regular Board Meeting 1.23.13

**January 23, 2013
7:00 PM**



Steilacoom Historical School District No. 1 Regular Board Meeting 1.23.13

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. This study session will include a discussion of the Capital Facilities Plan, Capital Projects and the English Language Learners Program. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

1/23/2013 7:00 PM

I. CALL TO ORDER

(Vote)

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

II. COMMENTS FROM THE AUDIENCE

(Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. SCHOOL BOARD APPRECIATION

(Presentation)

IV. MATH INTERVENTIONS PRESENTATION

(Presentation)

Presenter: Sandy Lee & Abby Cunningham

- Math Intervention.pdf (p. 5)

V. APPROVAL OF MINUTES

(Vote)

- Minutes1.9.13.pdf (p. 16)
- Minutes 1.11.13.pdf (p. 19)

VI. LEGISLATIVE UPDATE

(Information)

Presenter: Don Denning

VII. REPORTS - Financial**(Information)**

Presenter: LeeRae Ball

- GRANTS PPT.pdf (p. 20)
- Dec 2012 Cash Flow.pdf (p. 29)
- CPF ACCOUNTING 12-13 perpetual acct updated SP Rev Nov 2012.pdf (p. 30)

VIII. CONSENT AGENDA**(Information)**

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 Certificated Personnel Report (2).pdf (p. 31)
- Approval of Classified Personnel Report.pdf (p. 33)
- Approval of Classified Exempt Personnel Report.pdf (p. 35)
- Approval of Coaching Personnel Report.pdf (p. 37)
- Approval of January 2013 Accounts Payable.pdf (p. 39)
- Approval of January 2013 Accounts Payable2.pdf (p. 61)
- Approval of Policy 5521, Teacher Assistance Program.pdf (p. 65)
- Approval of January 2013 Payroll (p. 67)

IX. OLD BUSINESS**1. Energy Efficiency Grant Presentation****(Information)**

Presenter: TRANE

- UsefulLifeEnergyEfficiencyProjects.pdf (p. 70)
- ScoringCriteria2012.pdf (p. 73)
- Energy Grant Applicants and scores.pdf (p. 75)
- Steilacoom Historical School District Ph2.pdf (p. 79)
- Board Review Ph2 ECM Summary 1-18-13.pdf (p. 84)

2. Approval of Resolution 791-01-23-13, Energy Efficiency Grant, Rnd 2**(Vote)**

Presenter: LeeRae Ball

- Resolution 791-01-23-13, Energy Grant Round 2.pdf (p. 85)
- Energy Grant Application.pdf (p. 88)

X. NEW BUSINESS**1. First Reading of Policy 5001, Hiring of Retired School Employees****(Vote)**

Presenter: Kathi Weight

- Policy 5001.pdf (p. 96)

2. First Reading of Policy 5050, Contracts**(Vote)**

Presenter: Kathi Weight

- Policy 5050.pdf (p. 99)

3. Mid-year Special Board Meeting**(Discussion)****4. Revision of 2012-13 School Year Calendar****(Vote)**

Presenter: Bill Fritz

- 2012-13 Calendar Revision

(p. 103)

XI. COMMENTS FROM THE AUDIENCE

(Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature singling out specific employees, other than the Board or Superintendent, will be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

XII. BOARD COMMUNICATION

(Information)

XIII. ANNOUNCEMENTS

(Information)

XIV. ADJOURNMENT

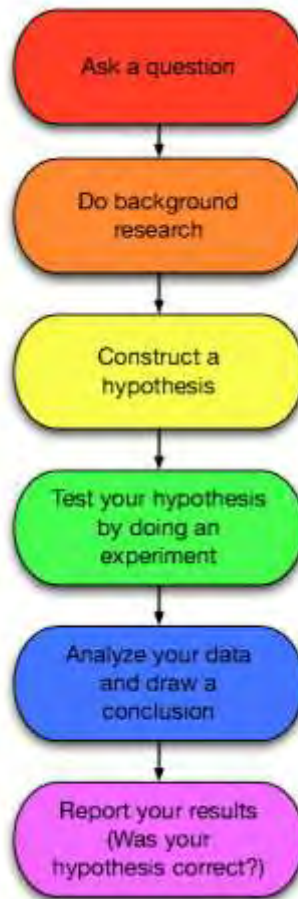
(Vote)

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

MATH INTERVENTION-A SCIENTIFIC APPROACH

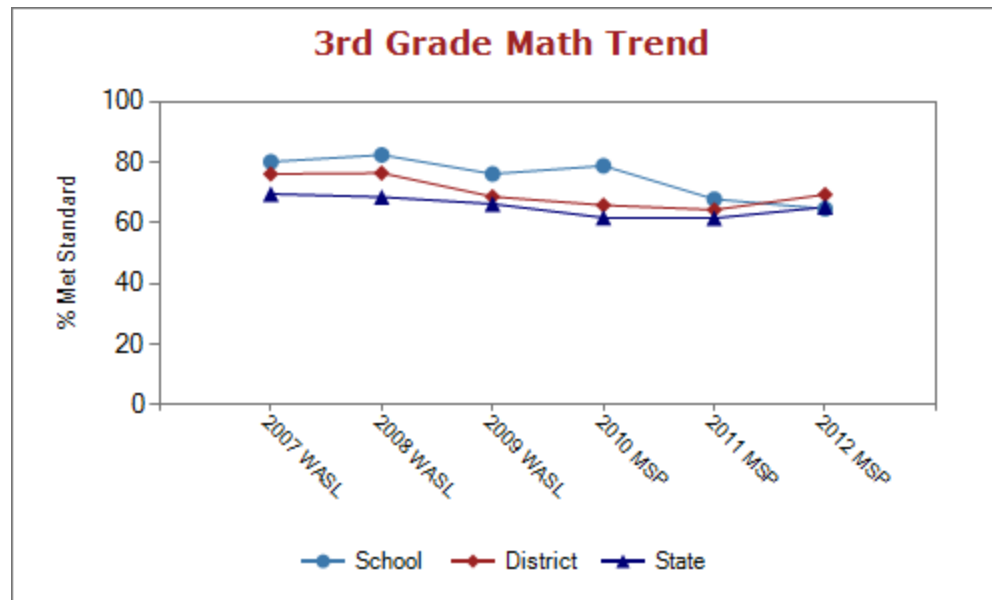
Abby Cunningham & Sandy Lee

The Scientific Method



Question

- How can we improve our math MSP scores?



Background Research

- Academic Intervention Team
 - ▣ Cherrydale collaboration
 - Dramatic improvement in math MSP scores
- Differentiation Research
 - ▣ A method of instruction that allows for multiple learning environments
 - ▣ Students receive instruction at their ability level
 - ▣ Differentiation is not extra assignments it is tailored instruction
 - ▣ Supports grade-level expectations

Hypothesis

- If we use a “walk to math” model of instruction then our math MSP scores will improve.

Variable

- Method of instruction

- 4 third grade teachers will use a “walk to math” model

- 30 minutes-core instruction with homeroom teacher
 - 30 minutes-walk to instruction at ability level
 - 30 minutes-skills practice with homeroom teacher

- 3 third grade teachers will use a traditional approach

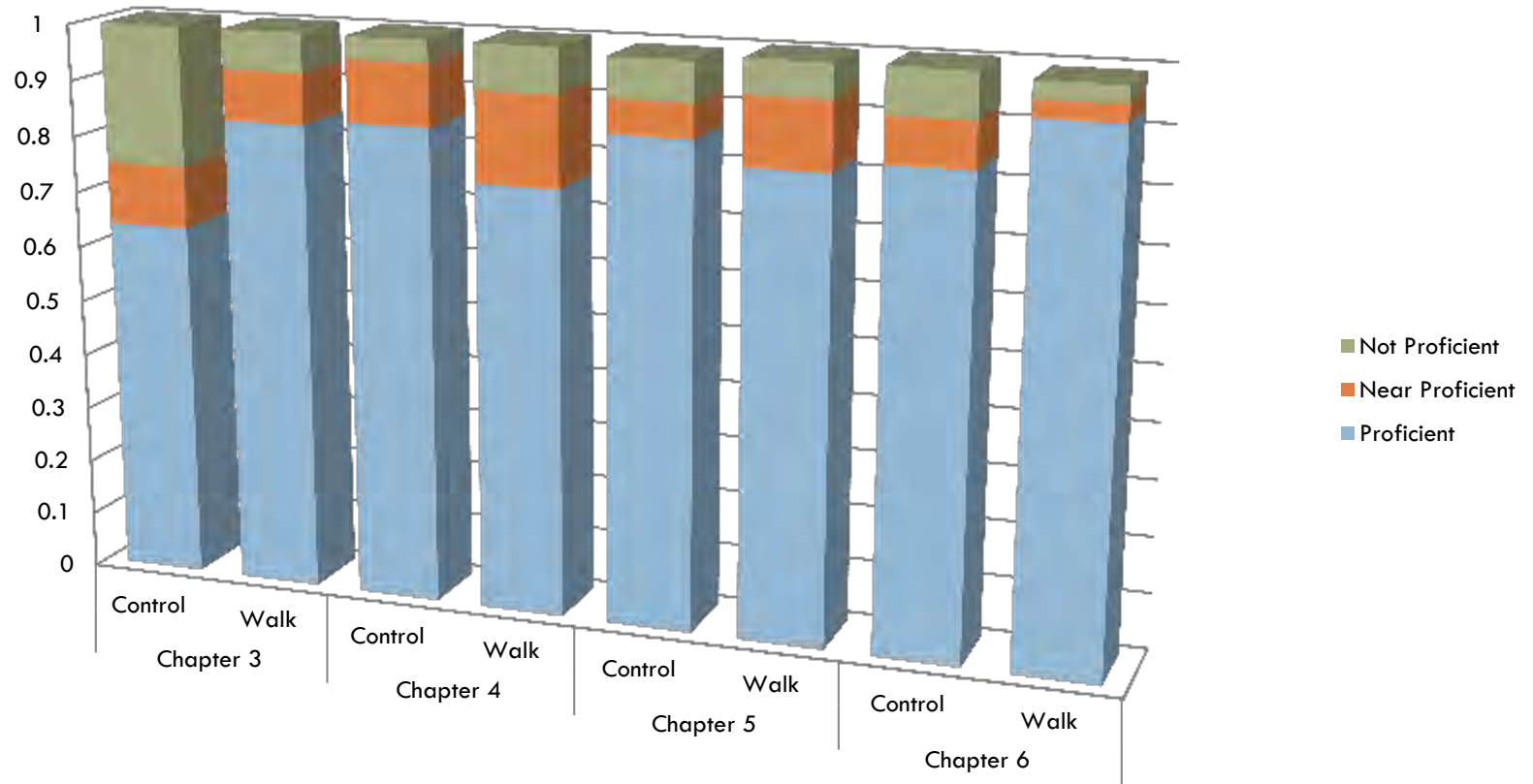
- All math instruction will be delivered by homeroom teacher
 - These classrooms serve as our control group

Experiment

- All classes will administer a chapter pretest to determine a baseline
 - ▣ The “walk to math” classes will use the pretest to determine each students’ ability
- All classes will administer a chapter post-test to determine growth towards proficiency
- Third grade teachers will compare the data to determine which teaching model is more effective

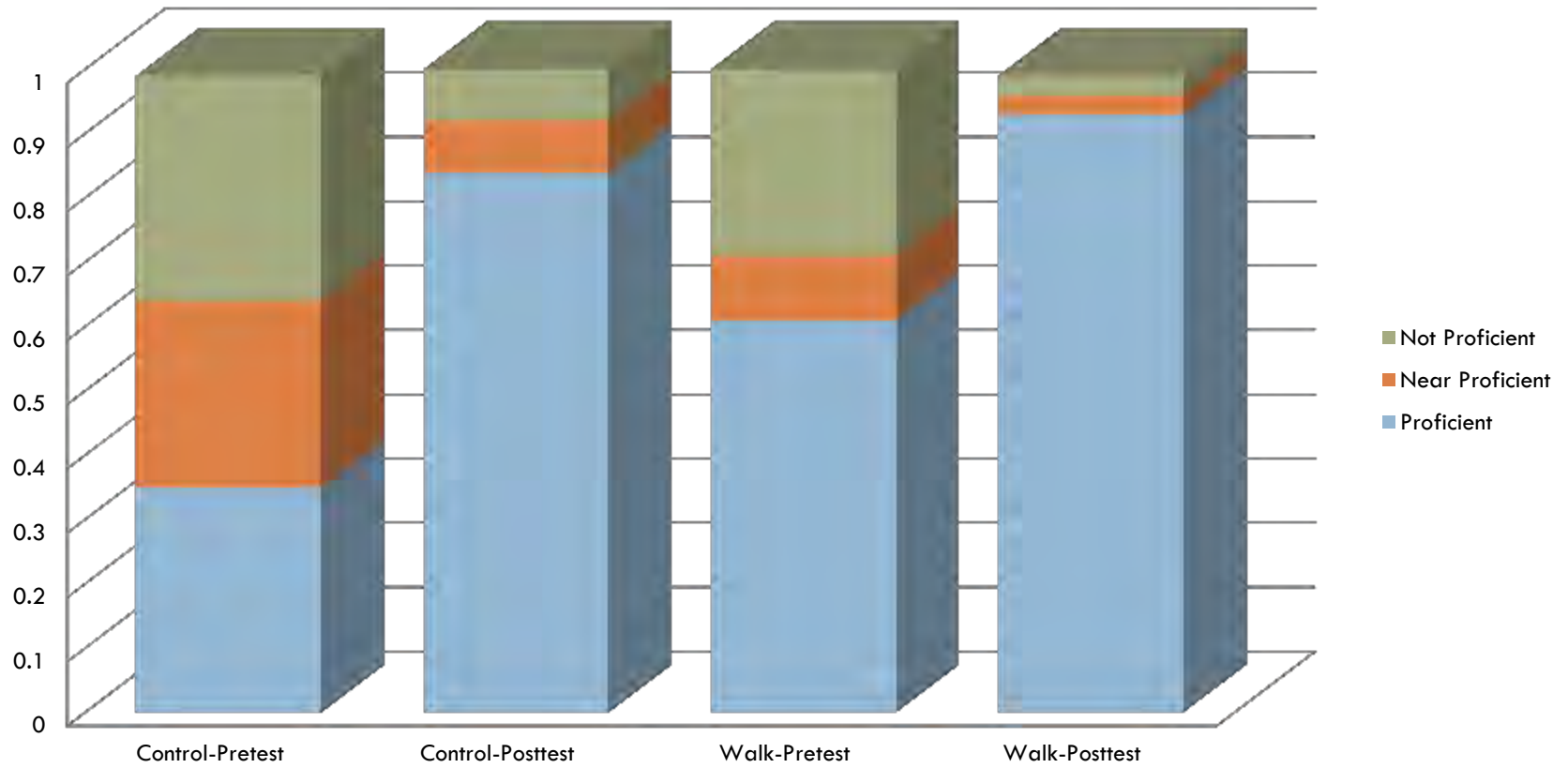
Data Analysis

Post-test Data Comparison



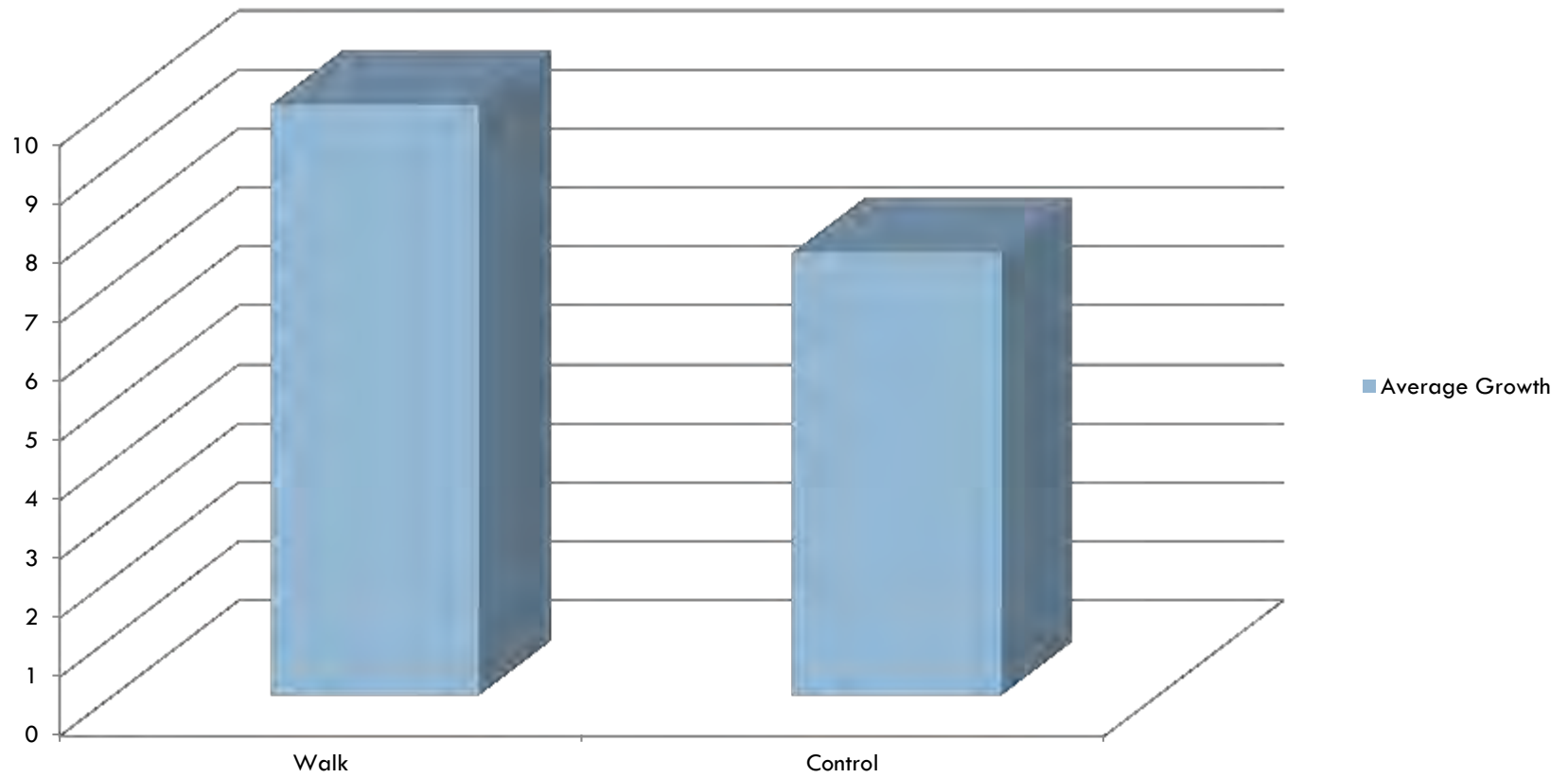
Data Analysis

Chapter 6 - Pre/Post Data Comparison



Data Analysis

Easy CBM-At Risk Student Data Comparison



Results

- We will continue to monitor the math data to determine the most effective model
- Differentiated instruction occurs with fidelity in the “walk to math” model



Steilacoom Historical School District No. 1 Regular Board Meeting 1.9.13 - Meeting Minutes

1/9/2013

I. CALL TO ORDER

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

Pledge of Allegiance - led by Director Winkler.

Roll Call - Director Winkler moved to excuse Director Denning; Director Wong seconded the motion and the motion passed (4/0).

Approval of Agenda - Director Callanan moved to approve the agenda with the addition of new hire certified school nurse to Consent Agenda and removing item I. Capital Facilities Plan from New Business. Director Winkler seconded the motion and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. APPROVAL OF MINUTES

Director Winkler moved to approve the minutes of the 12.12.12 regular school board meeting; Director Wong seconded the motion and the motion passed (4/0).

Director Callanan moved to approve the minutes of the 12.20.12 special school board meeting; Director Winkler seconded the motion and the motion passed (4/0).

IV. CONSENT AGENDA

Director Winkler moved to approve the modified Consent Agenda which included Personnel reports (see attached), January Accounts Payable and December Payroll; Director Callanan seconded the motion and the motion passed (4/0).

V. NEW BUSINESS

1. Approval of Wireless Installation - Saltar's Point Elementary

Network Manager Phillips presented installation of wireless starting at SPT building. The purchase authorization recommendation is up to \$110,000 including tax. Installation will include some work in other buildings. Director Winkler made a motion to table the request and to hold a Special Board meeting on 1/11/13 at Old Pioneer MS PDC, 6:30 pm. Director Wong seconded the motion and the motion passed (4/0).

3. Approval of Laptop Purchase - Saltar's Point Elementary

Roger Meyer, Hardware & Peripheral Manager, presented request for hardware of up to \$53,000 for the Saltar's Point Elementary wireless project. Director Winkler made a motion to approve the recommended purchase of \$53,000; Director Callanan seconded the motion and the motion passed (4/0).

4. First Reading of Policy 5521, Teacher Assistance Program

Executive Director Weight recommends deleting the policy as the funding and program are no longer in existence. Director Winkler made a motion to move the policy to a second reading; Director Callanan seconded the motion and the motion passed (4/0).

5. School Board Meeting Schedule

Chair Scott announced a change in the Pierce County Ferry schedule, adding an later evening ferry run. He proposed changing one Board meeting a month to a Thursday to accommodate Anderson Island residents during non-peak season, ends April 30. Director Winkler made a motion to move the 2nd Board meeting of February, March and April to Thursday, instead of Wednesday. Director Wong seconded the motion and the motion passed (4/0).

6. School Security Update

Superintendent Fritz presented on School Safety. He talked about the district teams, procedures, handbooks and meetings attended with outside agencies.

VI. COMMENTS FROM THE AUDIENCE

No comments.

VII. BOARD COMMUNICATION

Superintendent Fritz received a citizen communication with questions regarding social studies curriculum. He responded to the citizen.

VIII. ANNOUNCEMENTS

No announcements.

IX. EXECUTIVE SESSION

Chair Scott called for a recess at 7:44 pm. The Board will go into Executive Session to review the performance of a public employee. No decisions will be made.

X. RETURN TO PUBLIC SESSION

The Board returned to public session at 9:02 pm.

XI. ADJOURNMENT

Director Winkler moved to adjourn the meeting at 9:02 pm; Director Callanan seconded the motion and the motion passed (4/0).

(Secretary/Superintendent)

(Chair)



Steilacoom Historical School District No. 1 Special Board Meeting 1.11.13 - Meeting Minutes

I. CALL TO ORDER

Chair Scott called the meeting got order at 6:30 pm.

Pledge of Allegiance led by Chair Sam Scott.

Roll Call- Director Winkler made a motion to excuse Directors Wong and Denning; Director Callanan seconded the motion and the motion passed (3/0).

Approval of Agenda - Director Winkler moved to approve the agenda; Director Callanan seconded the motion and the motion passed (3/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. AUTHORITY TO PURCHASE WIRELESS INSTALLATION FOR MULTIPLE SCHOOL SITES

Director Winkler moved to authorize the purchase of wireless installation at multiple school sites; Director Callanan seconded the motion and the motion passed (3/0).

IV. ADJOURNMENT

Director Winkler moved to adjourn the meeting at 6:31 pm; Director Callanan seconded the motion and the motion passed (3/0).

(Chair)

(Secretary/Superintendent)



LEARNING FUNANCIALS WITH LEERAE

January 2013

GRANTS

How does the district receive a grant?

- Application Process or Automatic Award

Are we required to accept a grant?

- No. Many purposes for grants, if makes sense and cents and is a good fit for the district we can choose to accept a grant

What are some requirements?

- Most grants have reporting requirements whether monthly, annually etc.
- Federal grants can have additional requirements such as time & effort, additional reporting i.e. quarterly reports.
- Amount of award or expenditure could qualify the district for a Federal Single Audit

How are the funds received?

- Apportionment payments thru claim system
- Or by invoicing private party for reimbursement
- Or funds can be received upfront in full

Resources Available?

- State OSPI EDS system lists all State & Federal grants being awarded thru the State
- Federal Department of Education
- Weekly grant alert publication (subscription)



GRANT REVIEW 2012-13

Steilacoom Historical School District's

Current Grant Awards Review

GRANTS	ENTITY	AMOUNT
Carl Perkins CTE	Fed - OSPI Passthru	\$ 17,676.00
Title 1	Fed - OSPI Passthru	\$ 310,950.00
Title 1 Reallocation ARRA Carryover	Fed - OSPI Passthru	\$ 12,266.00
Idea B Flow Thru (Special Ed)	Fed - OSPI Passthru	\$ 605,593.00
619 Preschool (Special Ed)	Fed - OSPI Passthru	\$ 17,875.00
Title 2 Teacher Principal Quality	Fed - OSPI Passthru	\$ 71,803.00
TPEP / RIG 2	Wa. State OSPI	\$ 7,338.00
Education Leadership Internship	Wa. State OSPI	\$ 2,354.00
Energy Efficiency	Wa. State OSPI	\$ 793,678.00
Wa. St. Risk Management	Private Entity	\$ 1,000.00
		\$1,840,533.00

ENROLLMENT COMPARISONS

Enrollment Comparisons			
Jan-13	Oct-12	Budgeted	Grade
121	122	100	K
226	231	224.715	1
240	234	236.08	2
249	249	248.46	3
262.64	262.14	250	4
249.58	244.58	242.4	5
242.92	240.37	238.96	6
262.38	259.58	233.4915	7
228.02	229.18	220.8	8
222	226	230.5496	9
220	224.2	227.712	10
184	189.2	177.541	11
175.4	176	159.106	12
2882.94	2887.25	2789.815	
January Enrollment is greater than			
budgeted by 93.125 FTE			

FUND BALANCES AS OF DECEMBER 31, 2012

General Fund	\$9,885,154.12
Capital Projects Fund	\$4,554,488.97
Debt Service Fund	\$ 437,576.05
ASB Fund	\$ 344,640.97
Transportation Fund	\$ 6,122.65

QUESTIONS?...



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

Months in Yellow are actual
Months in Gray are projected

	12-13+ Proj	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Curr + Proj Ending FB Annual Total	Budgeted Ending FB
	Begin Fund Balance	8,580,674	7,932,391	9,597,424	8,703,760	8,715,312	12,609,538	13,693,328	13,508,916	15,099,229	14,669,362	13,772,439	13,607,460	8,580,674	13,607,460
	Revenue:														
1000	Local Property Tax	80,478	2,390,271	392,303	30,375	1,092,121	107,927	237,697	2,274,825	768,982	26,339	77,090	48,824	7,527,232	6,424,246
2000	Local Non-Tax	116,460	70,162	86,088	23,549	4,028,821	1,440,747	356,259	298,740	258,199	213,603	288,605	50,170	7,231,404	2,533,850
3000	State	1,228,834	1,298,378	882,421	1,244,233	1,111,260	1,236,633	1,246,606	1,377,678	843,418	800,677	1,270,826	1,460,310	14,001,274	14,246,929
4000	State Special	261,522	330,397	284,911	596,847	323,528	380,311	385,593	389,995	24,825	268,506	586,313	711,763	4,544,510	4,401,752
5000	Federal	-	-	-	-	5,381	10,575	-	-	-	-	5,241	59,925	81,122	235,000
6000	Federal Special	144,135	80,408	130,733	181,224	57,902	499,765	210,256	377,086	315,565	351,753	313,755	432,092	3,094,674	3,618,868
8000	Other Resources	-	65,474	-	-	-	-	-	-	-	-	-	0	65,474	-
	Total	1,831,429	4,235,090	1,776,456	2,076,228	6,619,013	3,675,958	2,436,411	4,718,324	2,210,989	1,660,878	2,541,830	2,763,084	36,545,690	31,460,645
OBJ	Expenditures:														
2000	Certificated Salaries	1,041,445	923,241	930,119	925,835	926,962	947,897	942,082	967,669	937,430	1,002,561	1,088,628	921,147	11,555,016	11,630,648
3000	Classified Salaries	261,598	313,167	338,843	300,083	288,669	288,669	288,669	306,711	292,999	316,092	288,669	326,196	3,610,365	3,608,362
4000	Benefits	442,440	438,377	441,670	437,859	451,661	451,661	462,953	462,953	460,130	429,078	474,245	547,640	5,500,668	5,645,771
5-9'S	Supplies/Services/Travel	734,229	895,272	959,488	400,899	1,057,495	903,941	927,119	1,390,678	950,297	810,070	855,267	1,479,914	11,364,668	11,588,988
	Total	2,479,712	2,570,057	2,670,119	2,064,676	2,724,787	2,592,168	2,620,823	3,128,011	2,640,856	2,557,801	2,706,809	3,274,897	32,030,717	32,473,769
	Monthly Ending Balance	7,932,391	9,597,424	8,703,760	8,715,312	12,609,538	13,693,328	13,508,916	15,099,229	14,669,362	13,772,439	13,607,460	13,095,647	13,095,647	12,594,336

*Projections are based on current knowledge.

	Due from other Governmental Entities	\$	157,675
	Fund Balance Prior to reserves	\$	12,937,972
less	Restricted Fund Balance	\$	474,132
less	Committed Fund Balance*	\$	5,039,430
equals	Unassigned Fund Balance	\$	7,424,411

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

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

**Committed By Board Resolution	
GL 870	SHS Chiller \$150k
GL 870	HVAC Systems @ S.P. & C.C. \$500k
GL 870	CD Roof Replacement \$500k
GL 870	Modular Buildings @ S.P. & C.C. \$729k
GL 870	E-Rate Projects \$250k
GL 870	Grounds & other emergent items \$600k
***Assigned to Other Purposes	
GL 875	N/A

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

THRU DECEMBER 2012

REVENUES

	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	DESIGNATED	DESIGNATED	
	Portable Sale	Saltars Conservation Property Sale	Cherrydale Property Sale	Yellow House Property Sale	DuPont Property Property Sale	Other	Impact Fees	Bond Proceeds	Total
	\$3,000.00	\$1,260,000.00	\$378,324.72	\$143,148.86	\$1,299,089.38	\$ 3,692,551.13	\$881,461.74		\$ 7,657,575.83
Impact Fees							\$117,830.82		\$ 117,830.82
Investment Earnings						\$ 10,062.03			\$ 10,062.03
Other Revenues						\$ 217,985.00			\$ 217,985.00
	\$3,000.00	\$1,260,000.00	\$378,324.72	\$143,148.86	\$1,299,089.38	\$3,920,598.16	\$999,292.56	\$0.00	\$ 8,003,453.68

EXPENDITURES

	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	UNDESIGNATED	DESIGNATED	DESIGNATED	
	Portable Sale	Saltars Property Sale	Cherrydale Property Sale	Yellow House Property Sale	DuPont Property Property Sale	Other	Impact Fees	Bond Proceeds	Total
Pioneer Middle School	\$3,000.00					\$ 314,653.02	\$654,771.75		\$ 654,771.75
Steilacoom High School						\$ 12,174.67			\$ 317,653.02
Chloe Clark Elementary									\$ 12,174.67
Anderson Is. Elementary									\$ -
Saltars Pt. Elementary		\$204,653.53							\$ 204,653.53
Cherrydale Elementary		\$116,111.69							\$ 116,111.69
SHS North Property						\$ 1,797,674.58			\$ 1,797,674.58
Chambers Field		\$4,901.60							\$ 4,901.60
Bus Facility DuPont		\$23,234.18							\$ 23,234.18
Yellow House		\$637.50							\$ 637.50
Cherrydale Parcel C		\$3,233.12					\$ 5,411.39		\$ 3,233.12
Saltars Pt. Modular		\$522.00					\$ 1,326.24		\$ 5,933.39
SHS Stadium						\$ 747,713.11			\$ 749,039.35
	\$3,000.00	\$353,293.62	\$0.00	\$0.00	\$0.00	\$2,872,215.38	\$ 661,509.38	\$ -	\$ 3,890,018.38

BALANCES

Portable Sale	Saltar's Prop Sale	Cherrydale Prop Sale	Yellow House Prop Sale	DuPont Property Sale	Other Funds	Impact Fees	Bond Proceeds	
\$0.00	\$906,706.38	\$378,324.72	\$143,148.86	\$1,299,089.38	\$1,048,382.78	\$337,783.18	\$0.00	\$4,113,435.30

BEGINNING FUND BALANCE @ 9-1-11 \$2,368,842.67
UNDESIGNATED CURRENT FUND BALANCE \$3,775,652.12
DESIGNATED FUND BALANCE (IMPACT FEES) \$337,783.18
ENDING FUND BALANCE TOTAL @ 8-31-12 \$4,113,435.30

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 1-23-13							
Name	Position	FTE	Location	Effective Date	Actions	Stipend Amount	Comment
Bochenek Kelsey	Teacher	0.40	SHS	1/24/2013			added additional time to existing contract for 2nd semester needs/ total FTE now reflect .60
McDonald Jody	Teacher	.3667	SHS	1/28/2013			added additional time to existing contract for ELL services/ total FTE now reflects 1.0
Strong Sarah	Teacher	0.2	Salter's Point	1/28/2013			added additional time to existing contract for ELL services/ total FTE now reflects .70
Nixon Julie	Game Advisor		Pioneer Middle	9/24/2012	Stipend	1,398.99	

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

Report prepared by: Bill Fritz, Superintendent, Kathi Weight, LeeRae Ball, Executive Directors

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 1-23-13							
Name	Position	Hours	Location	Effective Date	Action	Stipend Amount	Comment
Hager Elizhalee	Paraeducator	1	Cherrydale	11/28/2012	Resignation		
Moore Veronica	Accounting Clerk	8	District	1/31/2013	Resignation		
Winter Richard	Maintenance Tech 1	8	District	2/1/2013	New Hire		

REGULAR BOARD MEETING

ISSUE: X ACTION Adoption of Personnel Action-Classified Exempt
 INFORMATION _____

A list of those covered by this action is attached.

It is the recommendation of the Superintendent that the Board adopt the attached Personnel Action as presented.

Report prepared by: Bill Fritz, Superintendent, Kathi Weight, LeeRae Ball, Executive Directors

Stellacoom Historical School District No. 1
Classified Exempt Personnel Report

Personnel Report 1-23-13						
Name	Position	Location	Effective Date	Action	Stipend Amount	Comment
Moore Veronica	Fiscal Coordinator	District	2/1/2013	New Hire		

REGULAR BOARD MEETING

ISSUE: <u>X</u>	ACTION	<u>Adoption of Personnel Action-Coaching</u>
	INFORMATION	

A list of those covered by this action is attached.

It is the recommendation of the Superintendent that the Board adopt the attached Personnel Action as presented.

Packet page 37 of 103

	A	B	C	D	E	F	G
1	Personnel Report 1-23-13						
2							
3	Name	Position	Location	Effective Date	Action	Stipend Amount	Comment
4	Miller James	Assistant Wrestling Coach	SHS		New Hire		

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$15,593.23. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111254 through 111256, totaling \$15,593.23

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
111254	ACCU CUT	01/14/2013	607157	PAYMENT FROM BRIAN HANSON BUDGET FOR DIE CUT MACHINE	4311213079	299.20	1,299.20
			607157-1	PARTIAL PAYMENT FOR DIE CUT MACHINE FROM BOOSTER CLUB	4311213078	1,000.00	
111255	CAREER CRUISING	01/14/2013	C1012221	SHS CAREER CRUISING FO SHS	141213040	495.00	495.00
111256	OSPI-AGENCY ACCOUNTING	01/14/2013	GRANT0200894/0240739	OVERPAYMENT OF TITLE 1, PtA GRANTS 0200894, 0240739 (ARRA), FY 11-12	81213139	13,799.03	13,799.03
				3 Computer	Check(s) For a Total of		15,593.23

	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	15,593.23
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	15,593.23
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	15,593.23

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$194,600.73. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111214 through 111253, totaling \$194,600.73

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
111214	ANDERSON ISLAND GENERAL STORE	01/11/2013	9832218	FUEL FOR BUS AND CAR ON ANDERSON ISLAND 12/13 SY. DO NOT FAX PO	81213111	708.81	708.81
111215	CAREER STAFF UNLMTD- SEATTLE	01/11/2013	28427-158203	Open PO for contracted staff services for the 2012 - 2013 school year.	91213040	4,208.00	4,208.00
111216	CLOVER PARK SCHOOL DISTRICT- P	01/11/2013	5868	PRINT DISTRICT NEWSLETTER	81213115	45.02	45.02
111217	COLLEGE BOARD PUBLICATIONS	01/11/2013	EI43558958	SpringBoard Grade Level Training	181213038	3,950.00	3,950.00
111218	COMCAST	01/11/2013	24009731	OPEN PO FOR DISTRICT WIDE NETWORK. DO NOT FAX	81213043	6,339.03	6,339.03
111219	CTS	01/11/2013	2012120334	TELECOMMUNICATIONS SERVICES FOR THE 12/13 SY. OPEN PO. DO NOT FAX	81213077	26.09	26.09
111220	CULLIGAN	01/11/2013	0019766	OPEN PO FOR WATER AT 511 CHAMBERS ST. DO NOT FAX TO VENDOR	81213039	5.48	34.65
			201301308587	OPEN PURCHASE ORDER 2012-2013 FOR WATER	101213009	23.84	
			201301400885	OPEN PO FOR WATER AT 510 CHAMBERS ST. DO NOT FAX TO VENDOR	81213040	5.33	
111221	DOLMAN, BEVERLY ANN	01/11/2013	DEC MIL 12/4-12/21		0	44.30	44.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111222	DREAMBOX LEARNING	01/11/2013	DB121205163	Dreambox Math Learning software for Chloe Clark.	91213058	3,829.00	3,829.00
111223	GRAINGER	01/11/2013	9025504052	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213015	39.05	106.99
			9025653271	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213015	67.94	
111224	HAROLD LEMAY ENTERPRISES	01/11/2013	2419632	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	411.44	4,096.38
			3419018	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	91.70	
			3419719	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	293.11	
			3419731	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	1,474.31	
			3419785	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	417.20	
			3419925	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	1,370.31	
			3420903	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	38.31	
111225	HURLEY ENGINEERING CO	01/11/2013	32920	REPAIRS TO HOT WATER HEATER AT STEILACOOM HIGH	101213092	293.74	293.74
111226	INTERIOR TECH	01/11/2013	87212	REPAIRS TO OVERHEAD KITCHEN DOOR AT CHLOE CLARK ELEMENTARY	101213093	897.60	897.60
111227	JUNIOR LIBRARY GUILD	01/11/2013	157588	DO NOT FAX FOR INVOICE PURPOSES ONLY	1461213038	342.00	342.00
111228	KING COUNTY DIRECTORS ASSN	01/11/2013	3646850	S.P. KCDA supply order	1271213045	155.40	695.48
			3647022	School supplies,	2371213048	346.63	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			3647023	cart #563006 General supplies for counseling center	2371213049	193.45	
111229	KOMPAN PLAYFUL LIVING	01/11/2013	inv73554	GENERAL FUND CONTRIBUTION PLAYGROUND	81213137	45,895.94	45,895.94
111230	LAKEWOOD TOWING & TRANSPORT	01/11/2013	195219	TOW BOX TRUCK 73538C FROM KENT TO LAKEWOOD	101213091	243.69	243.69
111231	LEMAY MOBILE SHREDDING	01/11/2013	3439809	DISTRICT WIDE SHREDDING OPEN PO. DO NOT FAX	81213079	100.00	350.00
			3439810	DISTRICT WIDE SHREDDING OPEN PO. DO NOT FAX	81213079	200.00	
			3439811	DISTRICT WIDE SHREDDING OPEN PO. DO NOT FAX	81213079	50.00	
111232	LOWES	01/11/2013	911280	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	72.29	921.09
			917134	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	-72.29	
			918225	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	681.65	
			943009	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	3.10	
			943183	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	124.62	
			943601	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	111.72	
111233	NW TEXTBOOK DEPOSITORY	01/11/2013	114183250	S.P. N.W. Textbook - 4th grade textbooks	1271213042	730.08	1,639.01
			114183511	S.P. N.W. Textbook - 4th grade textbooks	1271213042	908.93	
111234	PEACE PARTNERS INC	01/11/2013	5911	Counselor supplies	1461213033	237.60	237.60
111235	PIERCE COLLEGE	01/11/2013	73263	RUNNING START FOR 12/13 SY. DO NOT FAX	81213136	79,591.32	79,591.32
111236	PIERCE COUNTY REFUSE	01/11/2013	3414090	OPEN PO FOR GARBAGE AND	81213056	149.38	154.91

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			3415855	RECYCLING. DO NOT FAX PO. OPEN PO FOR GARBAGE AND RECYCLING. DO NOT FAX PO.	81213056	5.53	
111237	PUGET SOUND ENERGY	01/11/2013	9301099744	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	13,078.95	13,078.95
111238	ROSEN SUPPLY CO	01/11/2013	136765000	OPEN PURCHASE ORDER FOR 2012-2013 FOR PLUMBING SUPPLIES	101213085	87.60	87.60
111239	SCHOLASTIC INC	01/11/2013	5883092	S.P. Scholastic Books for the classroom	1271213039	54.70	54.70
111240	SCHOOL DUDE	01/11/2013	r-25694	ANNUAL RENEWAL FOR SCHOOL DUDE MAINTENANCE DIRECT & PREVENTATIVE MAINTENANCE PROGRAMS	101213089	1,342.41	1,342.41
111241	SCHOOL SPECIALTY	01/11/2013	208109664448	TI 108 CALCULATOR KIT	2371213052	120.03	120.03
111242	STEILACOOM SCHOOL DISTRICT	01/11/2013	CREDIT FOR DOUBLE PA	REV TRACK FEES TO BE REIMBURSED BACK INTO THE GENERAL FUND. DO NOT FAX	81213121	-742.72	355.83
			OCT/NOV	REV TRACK FEES TO BE REIMBURSED BACK INTO THE GENERAL FUND. DO NOT FAX	81213121	1,098.55	
111243	TANNER ELECTRIC	01/11/2013	72131000	ELECTRIC CHARGES FOR ANDERSON ISLAND FOR THE 12/13 SY. DO NOT FAX.	81213108	639.74	639.74
111244	THE NEWS TRIBUNE	01/11/2013	I0135528912112012	LEGAL AD CAP FAC PLN	81213129	728.96	728.96
111245	TOTALFUNDS BY HASLER	01/11/2013	790001100208325	POSTAGE FOR POSTAGE MACHINE 12/13 SY. DO NOT FAX.	81213110	2,000.00	2,000.00
111246	TRUSTEED PLANS SERVICE CORP	01/11/2013	0068300-IN	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	6,995.58	6,995.58

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111247	TYLER TECHNOLOGIES	01/11/2013	04567191	Jake Blackman services	81213133	1,895.92	1,895.92
111248	USA MOBILITY WIRELESS INC	01/11/2013	W3661889A	OPEN PO FOR PAGERS FOR MAIN DEPARTMENT. DO NOT FAX.	81213123	56.60	56.60
111249	WAMOA	01/11/2013	8874	2012-2013 WAMOA Membership for Bruce Parker	101213086	60.00	60.00
111250	WELLS FARGO FINAN LEASING INC	01/11/2013	6765803481	OPEN PO FOR COPIER AT CHERRYDALE. DO NOT FAX	81213081	612.01	1,593.28
			6765805743	OPEN PO FOR WELLS FARGO COPIERS/ PRINTERS FOR STEILACOOM HIGH SCHOOL. DO NOT FAX	81213042	269.71	
			6765805747	OPEN PO FOR WELLS FARGO COPIERS/ PRINTERS FOR PIONEER. DO NOT FAX	81213041	711.56	
111251	WITT COMPANY	01/11/2013	281803	OPEN PO FOR COPIER LEASES.	81213067	3,730.98	3,730.98
111252	WSPA	01/11/2013	5163905/5142043	2013 WSPA Spring Conference registration fee for sue saylor	181213042	350.00	350.00
111253	ZONES	01/11/2013	S29989400101	Total Defense Antivirus Renewal	111213005	6,859.50	6,859.50
				40 Computer	Check(s) For a Total of		194,600.73

	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
	40	Computer	Checks For a Total of	194,600.73
Total For	40	Manual, Wire Tran, ACH & Computer	Checks	194,600.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	194,600.73

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$22,128.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400937 through 400943, totaling \$22,128.74

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400937	BEST WESTERN PLUS - AHTANUM IN	01/11/2013	100346	HOTEL ROOMS FOR BASKETBALL TOURNAMENT IN ZILLAH DECEMBER 28, 2012	4061213076	433.90	433.90
400938	KOMPAN PLAYFUL LIVING	01/11/2013	INV73554-ASB	ASB PORTION PLAYGROUND	4041213002	4,000.00	4,000.00
400939	LIONEL HAMPTON JAZZ FESTIVAL	01/11/2013	PIO JAZZ	Registration Fee for Lionel Hampton Jazz Festival	4051213019	300.00	300.00
400940	MASTERPIECE OF WASHINGTON INC	01/11/2013	5210	cookie dough, tote bags purchased for school fundraiser	4051213026	15,045.60	17,230.80
			5210-1	cookie dough, tote bags purchased for school fundraiser	4051213026	2,185.20	
400941	PACIFIC WELDING	01/11/2013	01107817	OPEN PO FOR STUDENT STORE-HELIUM TANK NOT TO EXCEED \$500.00	4061213034	10.12	10.12
400942	STEWART, CATHRYN MICHELLE	01/11/2013	REIMB PIZZA	PIZZA FOR GSA CLUB	0	38.08	38.08
400943	TIECOON	01/11/2013	4719	boys choir concert ties	4051213008	115.84	115.84
7	Computer			Check(s) For a Total of			22,128.74

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	7	Computer	Checks For a Total of	22,128.74
Total For	7	Manual, Wire Tran, ACH & Computer	Checks	22,128.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	22,128.74

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 23, 2013, the board, by a _____ vote, approves payments, totaling \$5,743.28. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400944 through 400959, totaling \$5,743.28

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400944	ACCU CUT	01/18/2013	607157-ASB	ASB CONTRIBUTION TO DIE CUT MACHINE	4061213127	300.00	300.00
400945	BIG JOHNS TROPHIES	01/18/2013	119049	MEDALS AND RIBBONS FOR WRESTLING	4061213143	516.51	516.51
400946	CASCADE BAGEL & DELI, INC	01/18/2013	120306/120325/120346	OPEN PO FOR 2012-2013 SCHOOL YEAR FOR THE STUDENT STORE	4061213005	93.06	124.08
			120387	OPEN PO FOR 2012-2013 SCHOOL YEAR FOR THE STUDENT STORE	4061213005	31.02	
400947	CHARM GENETTE HARRIS	01/18/2013	REIMB JS2S REIMB SNACK	SNACKS FOR JS2S SNACKS FOR BUILDERS CLUB	0 0	25.41 54.56	79.97
400948	EK BEVERAGES	01/18/2013	357681	OPEN PO FOR THE 2012-13 SCHOOL YEAR FOR STUDENT STORE	4061213004	381.50	381.50
400949	FIRST STUDENT INC	01/18/2013	10705377-asb		0	411.90	411.90
400950	HALFON CANDY COMPANY	01/18/2013	472135	OPEN PO FOR THE STUDENT STORE SCHOOL YEAR 2012-2013 - NOT TO EXCEED \$2000.00	4061213027	173.76	716.88
			480705	OPEN PO FOR THE STUDENT STORE SCHOOL YEAR 2012-2013 - NOT TO EXCEED	4061213027	543.12	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				\$2000.00			
400951	HAYDEN, CHRISTINA MARIE	01/18/2013	PAINT REIMB	GALLON OF PAINT FOR DRAMA CLUB	0	12.47	12.47
400952	NORTHWEST CASCADE INC	01/18/2013	1-587834	OPEN PO FOR THE 2012-2013 SCHOOL YEAR NOT TO EXCEED \$1,000.00	4061213056	124.50	124.50
400953	SABADO, ANDREA M	01/18/2013	REIMB TREATS	TREATS FOR 1/2 DAY KINDER CELEBRATION	0	30.81	30.81
400954	SCHOLASTIC BOOK FAIRS	01/18/2013	W3027024BF	Scholastic Book Fair	4031213005	1,460.86	1,460.86
400955	STEILACOOM H.S. BOOSTER CLUB	01/18/2013	004		0	95.00	95.00
400956	TED BROWN MUSIC CO	01/18/2013	758180	keyboard bench	4051213027	44.29	44.29
400957	TRUWEST	01/18/2013	0167952-IN	CUSTOM SWIM SUITS FOR BOYS SWIM	4061213141	1,044.51	1,044.51
400958	WASBO	01/18/2013	18148	TAYLAN SWIFT AND MARIAH RODOCKER TO ATTEND WAASBO - ASB FINANCE WORKSHOP DO NOT FAX - INVOICE ATTACHED	4061213164	350.00	350.00
400959	WHITE RIVER WRESTLING BOOSTERS	01/18/2013	DEC 8 WRESTLING		0	50.00	50.00
				16 Computer	Check(s) For a Total of		5,743.28

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	16	Computer	Checks For a Total of	5,743.28
Total For	16	Manual, Wire Tran, ACH & Computer Checks		5,743.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,743.28

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of January 23, 2013, the board, by a _____ vote, approves payments, totaling \$369.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200034 through 200034, totaling \$369.75

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
200034	ACM/ACL LLC DBA ALLIANCE CONST	01/18/2013	257	CAP PROJ	0	369.75	369.75
			1	Computer	Check(s) For a Total of		369.75

	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
	1	Computer	Checks For a Total of	369.75
Total For	1	Manual, Wire Tran, ACH & Computer Checks		369.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	369.75

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$406,010.61. The payments are further identified in this document.

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

Warrant Numbers 111257 through 111307, totaling \$406,010.61

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
111257	ACE FIRE & SECURITY	01/18/2013	843549/843548	BI-ANNUAL INSPECTION OF FIRE/ANSIL HOOD SYSTEM AT STEILACOOM HIGH & PIONEER MIDDLE SCHOOL	101213075	490.95	490.95
111258	ACM/ACL LLC DBA ALLIANCE CONST	01/18/2013	254CREDIT	CONSTRUCTION	81213092	-10.00	1,947.50
			257	CONSTRUCTION	81213092	1,957.50	
111259	AKT, INC	01/18/2013	16691	Fusion LCD Screen and Keypad. - Mimi Shuckhart	91213049	57.00	57.00
111260	ALBERS & COMPANY INC	01/18/2013	797	PROFESSIONAL SERVICE FEES FOR 12/13 SY. DO NOT FAX.	81213095	2,817.85	2,817.85
111261	AUTOLUBE TIRE & AUTOMOTIVE	01/18/2013	000004853	OPEN PURCHASE ORDER 2012-2013 FOR VEHICLE REPAIRS GROUNDS & DISTRICT VEHICLES	101213010	1,228.45	1,228.45
111262	B & B GLASS CO	01/18/2013	79208	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213003	613.30	613.30
111263	BALL, LEERAE K	01/18/2013	MIL 12/18-1/11/13		0	14.69	14.69
111264	BANK OF AMERICA	01/18/2013	12120082646	OPEN PO FOR SERVICE FEE. DO NOT FAX	81213082	127.62	127.62
111265	BATTERIES PLUS	01/18/2013	245-102593-01	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213002	109.48	109.48

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111266	BERESFORD COMPANY	01/18/2013	16477	REPAIRS TO PIONEER MS FRONT ENTRY WAY CARPET MAT	101213090	1,240.31	1,240.31
111267	BUILDERS HARDWARE & SUPPLY	01/18/2013	s3213709.001	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	55.51	133.02
			s3213709.002	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	30.61	
			S3215924.001	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	46.90	
111268	CABANIT, MARIA	01/18/2013	TRANSPORT REIMB DEC	Open P.O. for Maria C. for the 2012-2013 school year (transporting L.C. to Birney Elementary in Tacoma): reimbursement for miles traveled.	91213054	335.61	335.61
111269	CENTURYLINK	01/18/2013	300493944	OPEN PO FOR POHNE SERVICES	81213078	279.28	279.28
111270	CHEVRON & TEXACO CARD SERVICES	01/18/2013	36910407	OPEN PO FOR FUEL. DO NOT FAX	81213050	12,663.82	12,663.82
111271	CITY OF DUPONT	01/18/2013	0004398/0004404	ANNUAL FIRE INSPECTIONS AT PIONEER MS & CHLOE CLARK ELEMENTARY SCHOOLS	101213095	710.00	710.00
111272	CONSOLIDATED ELECTRICAL DIST	01/18/2013	8541-735870	OPEN PURCHASE ORDER 2012-2013 FOR ELECTRICAL SUPPLIES & PARTS	101213007	241.78	310.67
			8541-735891	OPEN PURCHASE ORDER 2012-2013 FOR ELECTRICAL SUPPLIES & PARTS	101213007	68.89	
111273	DEPARTMENT OF ENTERPRISE SERV	01/18/2013	18-1-58732	CO-OP MEMBERSHIP RENEWAL	81213134	500.00	1,000.00
			18-1-59611	CO-OP MEMBERSHIP RENEWAL	81213134	500.00	
111274	DISCOUNT TWO WAY RADIO CORP	01/18/2013	SI146896	Battery packs	2371213055	312.66	312.66
111275	DOLMAN, BEVERLY ANN	01/18/2013	MIL 1/8-1/16/13		0	101.82	101.82
111276	EMPLOYER ADMIN SERVICES INC	01/18/2013	4193122012	TSA PLAN PAYMENT FOR 12/13 SY. DO NOT FAX	81213144	148.50	148.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111277	ESD 113	01/18/2013	0000020450	DATA PROCESSING SERVICES 12/13	81213076	16,704.26	16,704.26
111278	FAIRFAX HOSPITAL	01/18/2013	8500382-29	Open P.O. for Fairfax Hospital/NWSOIL for out of district students for the 2012-2013 School Year.	91213029	2,300.00	2,300.00
111279	FIRST STUDENT INC	01/18/2013	10705377-1	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	411.90	102,591.11
			10759420	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	103,571.30	
			10759420-CREDIT	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	-1,392.09	
111280	FLEX-PLAN SERVICES INC	01/18/2013	209737	PARTICIPANT FEE FOR 12/13SY. DO NOT FAX.	81213107	10.00	10.00
111281	GENERAL ELECTRIC CAPITAL CORP	01/18/2013	58227507	OPEN PO FOR COPIER AT SHS. DO NOT FAX	81213046	695.78	2,503.35
			58227508	OPEN PO FOR COPIER AT PIONEER. DO NOT FAX	81213047	743.10	
			58240276	OPEN PO FOR COPIER AT DISTRICT OFFICE. DO NOT FAX	81213045	529.50	
			58250799	OPEN PO FOR COPIER AT SALTAR'S POINT. DO NOT FAX	81213048	534.97	
111282	GRAINGER	01/18/2013	9025064388	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213015	690.86	752.67
			9025504045	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213015	61.81	
111283	HAYDEN, CHRISTINA MARIE	01/18/2013	REIMB POSTAGE	MAILING SBE STORE MANUAL	0	3.31	3.31
111284	HOWE, BARBARA ANN	01/18/2013	CLASS SUPPLY REIMB	REIMB FOR CLASSROOM SUPPLIES PURCHASED AT TARGET	0	39.23	39.23
111285	K12 WASHINGTON LLC WAVA	01/18/2013	FINAL PAYMENT	Final Payment	81213143	163,516.00	163,516.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111286	KAUP, DONNA L	01/18/2013	MILG REIMB	WAVA MILEAGE REIMB FOR ELL TRAINING IN NOVEMBER.	0	43.64	43.64
111287	KING COUNTY DIRECTORS ASSN	01/18/2013	3646705	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213022	96.23	96.23
111288	LAKEWOOD IRONWORKS	01/18/2013	DOOR REPAIRS	REPAIRS TO STAGE/BAND DOOR, FRONT ENTRY DOOR & FABRICATION & INSTALLATION OF LOADING DOCK SAFETY CHAIN AT PIONEER MS	101213096	1,011.95	1,011.95
111289	LOVE & LOGIC INSTITUTE	01/18/2013	132543-45	Registrations for Love and Logic workshop for Milton, Dean, Haverkamp	2371213056	297.00	495.00
			132546	Registration for R. Cargill for 'Love and Logic Institute' program in Shoreline.	91213061	99.00	
			132547	Registration for S. Alcorn for 'Love and Logic Institute' program in Shoreline.	91213060	99.00	
111290	NATIONAL GEOGRAPHIC SOCIETY	01/18/2013	98002956	ELL - High Point materials for Jody McDonald. (Part 2)	91112146	175.82	175.82
111291	NORTHWEST CASCADE INC	01/18/2013	I0020903	ANNUAL PUMP & INSPECTION OF SEPTIC TANK SYSTEM AT ANDERSON ISLAND ELEM	101213082	2,057.86	2,057.86
111292	PACIFIC NORTHWEST DISPATCH, IN	01/18/2013	3881	Taxi Service for Out of District Student, to and from Northwest School of Innovative Learning, Tacoma. For October,	91213027	1,328.00	1,328.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111293	PIERCE COUNTY SEWER	01/18/2013	1354221	November, December 2012. OPEN PO FOR SEWER CHARGES. DO NOT FAX	81213051	149.91	406.42
			858625	OPEN PO FOR SEWER CHARGES. DO NOT FAX	81213051	256.51	
111294	PUGET SOUND ESD	01/18/2013	0000054672	OPEN PO FOR E-RATE SERVICE. DO NOT FAX	81213130	585.00	585.00
111295	PUGET SOUND ENERGY	01/18/2013	3326561002	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	9,840.48	9,840.48
111296	REALITYWORKS	01/18/2013	0000038310	check and clean RealCare Babies for Health class	2371213051	1,515.59	1,515.59
111297	SCANTRON CORPORATION	01/18/2013	6219403	SCANTORN FORMS	4311213081	713.13	713.13
111298	SHELL	01/18/2013	065169526301		0	91.28	91.28
111299	SIEMENS INDUSTRY, INC.	01/18/2013	5442689240	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213042	169.57	169.57
111300	SODEXO INC & AFFILIATES	01/18/2013	1000639083	OPEN PO FOR FOOD SERVICE. DO NOT FAX	81213113	66,745.12	67,113.25
			261907	OPEN PO FOR COURIOR SERVICES (ANTHONY ZUKOWSKI) THROUGH SODEXO. DO NOT FAX	81213131	368.13	
111301	TACOMA PIERCE CTY HEALTH DEPT	01/18/2013	AR0000183	PERMIT RENEWAL- INV0133296, IN0133149, IN0133529, IN133282, IN0133172, IN0134264	81213135	2,955.00	2,955.00
111302	TED BROWN MUSIC CO	01/18/2013	536291	OPEN PO FOR SUPPLIES AND REPAIRS	4311213074	100.19	261.92
			733391	Open PO for repair and supplies for band instruments	2371213043	58.69	
			736948	Open PO for repair and supplies for band instruments	2371213043	15.44	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			763984	OPEN PO FOR SUPPLIES AND REPAIRS	4311213074	87.60	
111303	TERESA K JEFFREYS	01/18/2013	MIL/SUPPLY REIMB	REIMB FOR TED BROWN PURCHASE AND TRAVEL	0	63.43	63.43
111304	TRUSTEED PLANS SERVICE CORP	01/18/2013	0068397-in	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	2,984.57	2,984.57
111305	VERONICA D MOORE	01/18/2013	MIL 1/14/13	ESD TRAVEL	0	25.28	25.28
111306	WELLS FARGO FINAN LEASING INC	01/18/2013	6765807168	OPEN PO FOR WELLS FARGO COPIERS/ PRINTERS FOR SALTAR'S POINT, CHLOE CLARK, AND MAINTENANCE NOT TO EXCEED 9300.00 DO NOT FAX TO VENDOR	81213038	764.73	764.73
111307	WSPA	01/18/2013	5488	WSPA School Law Conference- Sam	181213006	250.00	250.00
51	Computer			Check(s) For a Total of			406,010.61

	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
	51	Computer	Checks For a Total of	406,010.61
Total For	51	Manual, Wire Tran, ACH & Computer	Checks	406,010.61
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	406,010.61

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$54.48. The payments are further identified in this document.

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

Warrant Numbers 111308 through 111308, totaling \$54.48

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
111308	STEILACOOM SCHOOL DISTRICT	01/21/2013	CTAX11 20130115AAA	Comp Tax owed for Cash Account 11 through 01/15/2013	0	54.48	54.48
			1	Computer	Check(s) For a Total of		54.48

	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
	1	Computer	Checks For a Total of	54.48
Total For	1	Manual, Wire Tran, ACH & Computer Checks		54.48
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54.48

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 January 23, 2013, the board, by a _____ vote, approves payments, totaling \$303.28. The payments are further identified in this document.

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

Warrant Numbers 400960 through 400960, totaling \$303.28

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400960	STEILACOOM SCHOOL DISTRICT	01/21/2013	CTAX41 20130115AAA	Comp Tax owed for Cash Account 41 through 01/15/2013	0	303.28	303.28
			1	Computer	Check(s) For a Total of		303.28

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	303.28
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	303.28
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	303.28

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 23, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Policy 5521-Teacher Assistance Program
 INFORMATION

BACKGROUND INFORMATION: OSPI no longer has a Teacher Assistance Program (TAP). OSPI supports district new teacher induction programs with professional development in other ways now that the state grant for TAP is no longer funded. There is no need to retain a policy around this topic.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to delete Policy 5521.

Report prepared by: Kathi Weight, Executive Director of Student Achievement/Human Resources

~~TEACHER ASSISTANCE PROGRAM~~

~~Continued professional study and in-service training are prerequisites for professional growth and development. The teacher mentor program is established for the purpose of selecting a highly skilled teacher to provide continued and sustained support to a teacher, both in and outside the classroom. For purposes of this program "beginning teacher" shall mean a teacher with fewer than ninety consecutive school days of certificated teaching experience in either a public or private school in any grade, preschool through twelve, and who is employed by the district for ninety consecutive school days or more. "Experienced teacher" means any teacher who exceeds the experience specifications cited above.~~

~~The superintendent is directed to establish procedures consistent with rules and regulations promulgated by the superintendent of public instruction. The board of directors shall approve of any teacher assistance program prior to submission to SPI. The district reserves the right to modify the program including: the selection process for the participants—beginning, experienced and mentor teachers; the supervisory responsibilities of the mentor teacher; in-service training of beginning, experienced and mentor teachers, when it is to the advantage of the district to expand the program beyond that supported by the state grant.~~

~~Cross Reference: Board Policy 5203 Staff Assistance Program~~

~~Legal References: WAC 392-196 Teacher Assistance Program~~

~~Adoption Date: 2.27.08~~

~~School District Name: Steilacoom Historical School District~~

~~Revised:~~

PAYROLL HEADER PAGE

Steilacoom Historical School District No. 1

GENERAL FUND

FOR THE MONTH January, 2013

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF THE STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, DO HEREBY CERTIFY THAT SERVICES HAVE BEEN RECEIVED AND PERFORMED AND HAVE BEEN APPROVED FOR PAYMENT IN THE ESTIMATED AMOUNT OF \$1,673,921.22.

PAYROLL

Gross Pay	\$ 1,235,196.91
Benefits	\$ 438,724.31
Total Payroll Adjustment	\$ -

PAYROLL TOTAL \$ 1,673,921.22

DATED: January 23, 2013

Secretary to the Board

Board Chairperson

Board Member

Board Member

Board Member

Board Member

Pay Summary For

Check Date 01/31/2013

E615 CHOIR	2	268.00	0.00	268.00
E615a CHOIR	1	264.00	0.00	264.00
E645 STUDENT REC CO	1	226.88	0.00	226.88
E685 CLASS/LAB SETUP	14	2,166.69	0.00	2,166.69
EWN3 WEBMASTER	1	45.45	0.00	45.45
EWN5 WEBMASTER	4	195.45	0.00	195.45
LWOP3 Leave w/o Pay	1	0.00	-94.12	-94.12
LWFB3 LWOP - Base	2	0.00	-2,889.12	-2,889.12
LWFT3 LWOP - TRI	2	0.00	-288.91	-288.91
PA51 PAY ADJ	1	247.66	0.00	247.66
PA52 PAY ADJ	1	0.00	-123.83	-123.83
TO93 ADDT'L DAYS	2	1,359.99	0.00	1,359.99
T803 SPEC ED ASST	1	0.00	-94.12	-94.12
TCC5X CLASS CVG	9	418.50	0.00	418.50
TDF4X DIFFERENTIAL	1	193.76	0.00	193.76
TEX3 EXTRA HOURS	7	1,820.66	0.00	1,820.66
TGTS3 GAME TICKET SAL	2	78.00	0.00	78.00
TMB3 MUTUAL BENEFIT	3	579.85	0.00	579.85
TO153 OVERTIME 1.5	1	53.76	0.00	53.76
TO154 OVERTIME 1.5	2	376.80	0.00	376.80
TO254 OVERTIME 2.5	4	1,506.20	0.00	1,506.20
TOB5X BLENDED OT	2	34.56	0.00	34.56
TRE3X RETRO	2	1,453.47	0.00	1,453.47
TSP3 SUB CLASSIFIED	21	6,782.70	0.00	6,782.70
TSP4 SUB CLASSIFIED	5	3,617.28	0.00	3,617.28
TST3 SUB TEACHER	43	22,693.41	-375.00	22,318.41
TTP3 TRAINING PAY	2	79.33	0.00	79.33
Total Pay Codes 95	734	1,239,309.67	-4,112.76	1,235,196.91

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

Check Date 01/31/2013

CODE	DESCRIPTION	CODE COUNT	ADDED	SUBTRACTED	NET AMT	BASE AMT
M7	BC Easy Choice	43	24,566.04	0.00	24,566.04	153,056.38
MHD	BC HDHP	3	1,772.07	0.00	1,772.07	12,161.64
TaxB+	Tax Ben +	4	475.40	0.00	475.40	15,488.92
TaxB-	Tax Ben -	4	0.00	-475.40	-475.40	-15,488.92
X0300	NO INSURANCE	54	0.00	0.00	0.00	0.00
Total	Benefits	38	439,211.57	-487.26	438,724.31	

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



STATE OF WASHINGTON
OFFICE OF FINANCIAL MANAGEMENT


Insurance Building, PO Box 43113 • Olympia, Washington 98504-3113 • (360) 902-0555

May 24, 2010

TO: Cindy Trambitas, Fiscal Officer
Department of Commerce

Fay Bronson, Finance Director
Department of General Administration

Terry Ely, Associate Controller
Washington State University

FROM:  Sadie Rodriguez-Hawkins, Senior Assistant Director
Accounting Division

SUBJECT: APPROVAL TO USE AN ALTERNATE USEFUL LIFE FOR ENERGY EFFICIENT PROJECTS

In response to a request from Keith Phillips, Governor's Executive Policy Office, dated May 21, 2010, we approve the useful life schedule for energy efficiency equipment and products as presented in the attached schedule. The schedule is based on the American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE) and Northwest Power and Conservation Council standards. This approval is pursuant to the *State Administrative and Accounting Manual* (SAAM) paragraph 30.20.70.c, which allows the Office of Financial Management to approve agency requests to use alternate useful lives for certain capital assets depending on factual circumstances, replacement policies, or industry practices.

This approval does not expire. It applies only to energy efficiency projects in existing public school and higher education buildings, as specified in your request. If you have any questions regarding this approval, please contact Wendy Weeks at (360) 725-0182.

Attachment

cc: Keith Phillips, Governor's Executive Policy Office
Wendy Jarrett, Office of Financial Management
Cheryl Hainje, Office of Financial Management
Wendy Weeks, Office of Financial Management
Todd Currier, WSU Extension Energy Program

Class Code	ASHRAE	Power Council
4110 Refrigeration units and Accessories, Commercial	-	-
Chiller: Reciprocating	20	-
Chiller: Centrifugal or absorption	23	-
Condensers: air-cooled or evaporative	20	-
4119 HVAC	-	-
Coils: DX, water, steam	20	-
Coils: Electric	15	-
Cooling Tower: wood or galvanized metal	22	-
Cooling Tower: Ceramic	34	-
Window unit air conditioner	10	-
Residential packaged or split	15	-
PTAC	15	-
Water cooled air conditioning	15	-
Residential air to air heat pump	15	-
Commercial air to air heat pump	15	-
Commercial water to air heat pump	19	-
Roof-top single zone air conditioners	15	-
Roof-top multi zone air conditioners	15	-
Gas or Oil Furnaces	18	-
Unit heaters: gas or electric	13	-
Unit heaters: hot water or steam	20	-
Radiant heaters Electric	13	-
Radiant heaters How-water or steam	25	-
Induction and fan coil units	27	-
VAV and double-duct boxes	20	-
Ductwork	30	-
4140 Fans	-	-
Fans: Centrifugal	25	-
Fans: Axial	20	-
Fans: Propeller	15	-
Ventilating: roof mounted	20	-
4410 Boiler	-	-
Steel water-tube boiler	24	-
Steel fire-tube boiler	25	-
Cast iron boiler	35	-
Electric boiler	15	-
Burners	21	-
4420 Heat Exchanger	-	-
HX Shell and Tube	24	-
4320 Pumps	-	-

	Pumps: Base mounted	20	-
	Pump: in-line or sump	15	-
6105	Electric motors	18	-
	Motor starters	17	-
	Controls: pneumatic	20	-
	Controls: Electric	16	-
	Controls: Electronic	15	-
	Valve Actuators	10	-
6210	Lighting indoor	-	12
	Lighting indoor controls	-	12
6211	Lighting outdoor	-	12
	Lighting outdoor controls	-	12
0505-0500	Building Components	-	-
	Windows, doors, roofs, insulation etc	-	30



2012 Jobs Now Act Energy Efficiency Grants

Scoring Criteria

6/13/2012

1. Prior Grant Award 30 possible points

The maximum points go to districts who have not received an energy grant from OSPI or Department of Commerce in any round in 2010, and/or received an award from OSPI in the March 2012 round. This is the total grants awarded per district in these rounds.

Previous grant amount	Possible Points	SCORE
Did not receive a grant but did apply in 2010 or March 2012	30	
Did not receive a grant and did not apply in 2010 or March 2012	25	
Received a grant(s) of less than \$500,000	15	
Received a grant(s) of equal to or greater than \$500,000	5	

2. Leverage Ratio 25 possible points

[(Energy savings x average statewide rate) + Utility Incentive + other incentives+ local contribution] / grant request

	Leverage ratio	Possible Points	
0.0781 Ave state Electricity Cost (\$/kWh)	=/> 4:1	25	
0.915 Ave state Natural Gas cost (\$/Therm)	3.5:1 - 3.9:1	23	
3.294 Ave diesel cost (\$/gallon)	3:1 - 3.4:1	21	
1.1189 Ave propane cost (\$/gallon)	2.5:1 - 2.9:1	15	
All rates are for WA , February 2012	2:1 - 2.4:1	13	
	1.5:1 - 1.9:1	10	
	1:1 - 1.4:1	8	
	0.5:1 - 0.9:1	5	
	=/< 0.4:1	0	

3. Energy Savings (Simple Payback) 25 possible points

(Total project cost - committed utility incentive - other committed) / [(energy savings x state wide average energy rate) + energy operational cost savings]

Projects with a long useful life, and a simple payback that does not exceed the useful life of the energy efficiency measures, will be awarded the greatest number of points. Reviewers will award points based on information provided with the application including the IGA. Useful life for energy efficiency projects is defined by OFM.

Simple Payback and Useful Life of EEM's	Possible Points	
Simple payback does not exceed useful life AND useful life exceeds 15 years	17 - 25	
Simple payback does not exceed useful life AND useful life is 15 years or less	8 - 16	
Simple payback exceeds useful life	0 - 7	



2012 Jobs Now Act Energy Efficiency Grants

Scoring Criteria

6/13/2012

4. Persistence 20 possible points

The applicant will need to describe the measurement and verification (M&V) plan, including work to be done and by whom, IPMVP option and number of years for each EEM.

M & V	Possible Points	
ESPC only - Met IPMVP Standard for all EEM's	20	
Equivalent Method - Met ESHB 2020 (2)a*	20	
Met Standard for at least half, but not all, of the EEM's	10	
Met Standard for less than half of the measures	5	
Did not meet Standard for any EEM or did not meet ESHB 2020 (2) a*	0	

* ESHB 2020.SL (2)a Verify energy and operational cost savings for ten years or until energy and operational savings pay for the project, whichever is shorter

Measure	M&V Approach	Methodology
Lighting	Stipulated	Low risk. Stipulated light levels, hours of use x watt reduction, fixture count. Standard is one year.
Insulation & windows	Stipulated	Low risk. Stipulated insulation values. Standard is one year.
HVAC & controls	Measured & Verified	High risk. Standard is three years of measurement and verification. Requires detailed M&V plan listing tasks, components to be measured, field measurement required
Solar PV	Measured & Verified	Typically measured on a specified period based on metered electricity generated.
Other	TBD based on EEM	

100 Possible Points

TOTAL SCORE

5. BONUS POINT TIE BREAKERS 5 possible points

Water Savings	1
Plans & Policies (RCW 70.235)	1
Energy Performance documentation	2
Letter from utility - no incentive	1

Bonus Points Only

TOTAL

Uploaded Documents

IGA clearly defining the EEMs including capital cost and energy savings by EEM
Incentive commitment agreement, letter, document from utility stating committed dollars?
Incentive, rebate or grant commitment agreement, letter, document from "others" stating committed dollars?
Statement of Energy Performance or EUI from Energy Star or other benchmarking program?
Letter from utility provider stating no incentive available?
Other

Check

OSPI 2011-2013 Energy Operational Cost Savings Grant Applications

School District Name	Prior Award	Leverage	Simple Payback
Anacortes School District	30	8	20
Battle Ground School District	0	4	0
Cascade School District	30	8	0
Central Kitsap School District	0	20	0
Centralia School District	30	14	18
Chehalis School District	30	10	0
College Place School District	30	10	0
Colton School District	30	12	0
Columbia (Stevens) School District	30	4	22
East Valley School District (Yakima)	30	10	14
Eatonville School District	30	12	20
Elma School District	30	10	0
Enumclaw School District	5	6	0
Evaline School District	30	8	0
Everett School District	0	16	0
Evergreen School District (Clark)	0	25	0
Grand Coulee Dam School District	30	16	16
Granger School District	30	6	20
Griffin School District	30	12	0
Highline School District	0	6	0
Issaquah School District	0	20	19
Keller School District	30	10	0
Kelso School District	30	12	0
Kennewick School District	15	10	0
La Center School District	30	12	14
LaCrosse School District	15	6	0
Lake Quinault School District	30	10	16
Lake Washington School District	0	6	0
Liberty School District	30	10	16
Mansfield School District	30	14	14
Marysville School District	15	14	0
Mercer Island School District	30	12	0
Methow Valley School District	30	6	0
Monroe School District	30	12	20
Mount Vernon School District	30	4	0
Mukilteo School District	0	18	20
Napavine School District	30	8	16
Nespelem School District	30	10	18
Newport School District	30	12	16
North Thurston Public Schools	0	16	0
Northshore School District	0	20	13
Ocosta School District	30	4	0
Okanogan School District	30	16	12
Olympia School District	0	25	15
Orcas Island School District	0	2	0
Oroville School District	30	14	14

Pasco School District	30	10	0
Pomeroy School District	30	12	16
Reardan-Edwall School District	30	4	0
Richland School District	30	20	15
Royal School District	30	12	8
Sedro-Woolley School District	30	8	6
Shelton School District	5	20	12
Snohomish School District	10	10	5
Snoqualmie Valley School District	30	10	18
South Kitsap School District	0	18	12
South Whidbey School District	30	16	9
Spokane School District	15	12	12
Steilacoom Hist. School District	30	10	0
Sumner School District	30	12	0
Tahoma School District	5	10	10
Tukwila School District	10	8	0
Tumwater School District	0	12	0
Vashon Island School District	30	12	11
Wahkiakum School District	30	10	9
Wenatchee School District	5	16	12
West Valley School District (Yakima)	30	10	0
Willapa Valley School District	30	10	0
Woodland School District	30	12	11
Yakima School District	0	25	12

Persistence	Total
6	64
0	4
10	48
10	30
4	66
4	44
10	50
6	48
10	66
0	54
6	68
4	44
10	21
0	38
10	26
6	31
10	72
0	56
4	46
10	16
4	43
10	50
4	46
10	35
6	62
10	31
6	62
10	16
6	62
6	64
10	39
6	48
10	46
10	72
10	44
10	48
6	60
6	64
10	68
10	26
10	43
6	40
4	62
10	50
4	6
4	62

0	40
10	68
6	40
10	75
6	56
10	54
10	47
6	31
6	64
10	40
10	65
0	39
4	44
4	46
10	35
10	28
6	18
10	63
6	55
6	39
4	44
10	50
10	63
6	43

Steilacoom Historical School District

The Best Education for Every Student



2012 Jobs Now Act Energy & Operational Efficiency Grants

- ☐ ***K-12 Schools***
- ☐ ***\$20 Million Total***
- ☐ ***Maximum Grant Request of \$1 Million per District***
- ☐ ***Competitive Process***
- ☐ ***Application Deadline of 5pm February 15th 2013***

Grant Award Scoring Criteria

- **Prior Grant Award (5-30 Pts):** *Higher scoring for districts who did not receive previous energy grant awards from OSPI or the WA State Department of Commerce in any round in 2010, and/or received an award from OSPI in the March 2012 round*
- **Leverage Ratio (0-25 Pts):**

$$\text{Ratio} = \frac{* (\text{kWh } \$\$'s + \text{Therm } \$\$'s) + \text{Utility Incentive } \$\$'s + \text{Local Contribution}}{\text{Requested Grant Award } \$\$'s}$$

The higher the ratio the higher the scoring

**State averaged costs for award calculation:*

0.0781	Ave state Electricity Cost (\$/kWh)
0.915	Ave state Natural Gas cost (\$/Therm)
3.294	Ave diesel cost (\$/gallon)
1.1189	Ave propane cost (\$/gallon)

Grant Award Scoring Criteria Cont'd

- ☐ **Energy Savings/Simple Payback (0-25 pts):** *Projects with a long useful life, and a simple payback that does not exceed the useful life of the energy efficiency measures, will be awarded the greatest number of points. Reviewers will award points based on information provided with the application including the IGA. Useful life for energy efficiency projects is defined by OFM.*

(Total project cost - committed utility incentive - other committed)
[(energy savings x state wide average energy rate) + energy operational cost savings]

- ☐ **Persistence (0-20 pts):** *How long will the anticipated energy savings be generated and how will this be measured and verified*
- ☐ **Additional Bonus Points for:**
 - ☐ *Water Conservation Measures (1pt)*
 - ☐ *Plans & Policies -RCW 70.235 (1pt)*
 - ☐ *Energy Performance Documentation (2 pts)*
 - ☐ *Letter from utility – no incentive (1 pt)*

Your Project *(Preliminary)*

☐ Water Conservation (irrigation)

- ~~Steilacoom HS, Pioneer MS, Saltars Point, Chloe Clark, Cherrydale~~

☐ Window Upgrade

- 1918 Bldg

☐ Lighting

- 1918 Bldg

☐ ~~Retro-Commissioning~~

- ~~Steilacoom HS~~

☐ ~~Building Envelope Sealing~~

- ~~1918 Bldg, Steilacoom HS, Pioneer MS, Saltars Point~~

Potential Scoring

- ☐ **Prior Grant Award** - *5 points*
- ☐ **Leverage Ratio** – *13 points @ 2:1 Ratio*
- ☐ **Energy Savings/Simple Payback** – *zero points*
- ☐ **Persistence** - *20 points*
- ☐ **Bonus Points** – *2 points*

Total Points: 40

Grant Award Threshold Round #1: 39 points

	<u>\$/kWh</u>	<u>\$/Therm</u>	<u>\$/kgal</u>
Pioneer Middle School	\$ 0.127	\$ 1.103	\$ 2.005
Old Pioneer MS	\$ 0.055	\$ 0.534	\$ -

Description													
Include	Building		Calculation Type	kWh Savings	Therm Savings	Water Savings (k-gallons)	Electric Dollar Savings	Gas Dollar Savings	Water Dollar Savings	Dollar Savings	Total Project Costs	Raw Payback	Utility Incentive
yes	1918 Bldg	Window Upgrade	Spreadsheet	-	458	-	\$ -	\$ 244	\$ -	\$ 244	\$ 272,000	1,112.8	\$ -
n	1918 Bldg	Building Envelope Sealing/Insulation											
yes	1918 Bldg	Lighting (Materials Only)	Spreadsheet	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ 131,000	#DIV/0!	\$ -
n	Pioneer MS	Building Envelope Sealing											
yes	Pioneer MS	Irrigation Conservation	Spreadsheet	-	-	1,090	\$ -	\$ -	\$ 2,185	\$ 2,185	\$ 29,000	13.3	\$ -
n	Steilacoom HS	Irrigation Conservation											
n	Steilacoom HS	Retro-commissioning											
n	Steilacoom HS	Building Envelope Sealing											
n	Saltars Point ES	Building Envelope Sealing											
n	Saltars Point ES	Irrigation Conservation											
n	Chloe Clark ES	Irrigation Conservation											
n	Cherrydale ES	Irrigation Conservation											
Totals:				-	458	1,090	\$ -	\$ 244	\$ 2,185	2,430	432,000	177.8	-

Total Project Cost (incl Tax)	\$432,000	
Total Estimated Rebate	\$0	
Total Estimated Grant Funding	\$143,856	0.333
Customer's Investment	\$288,144	
Annual Energy Savings	\$2,430	
Annual Maintenance Savings	\$0	
Final Payback (yrs)	118.6	

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 23, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: x **ACTION** Resolution #791-01-23-13
 INFORMATION _____

BACKGROUND INFORMATION:

OSPI has available \$34 million in grant funds for energy operational savings projects.

It is the intent of the Steilacoom School District to apply for a portion of these funds for various energy efficient projects throughout the district. Such projects could include (but not limited to): Window upgrades; lighting upgrades and water conservation.

The grant requires matching funds by districts. Grant approvals are based on weighted factors for highest energy savings, project types and whether the district previously accepted similar grant funding from prior year.

Steilacoom received these grants funds during the 11-12 school year for just under \$900,000.

Projects being included in this grant application include: windows for the 1918 administration building (cost is now significantly less than previously presented to the board in October 2012); water conservation at Pioneer Middle School; lighting for the 1918 administration building;

Steilacoom Historical School District believes in saving resources to continue to provide for its students and community.

FISCAL IMPLICATIONS:

If SHSD is successful in acquiring this grant, our out of pocket commitment (at a 2 to 1 match) would be approximately \$288,144. Total project cost is \$432,000 with \$143,856 being grant funded.

RECOMMENDED DECISION:

Superintendent Fritz recommends the approval of resolution 791-01-23-13 and allow district staff to move forward with submitting grant application to OSPI for the Energy Efficiency Grant.

Report prepared by:

Superintendent Bill Fritz & Executive Director of Finance & Operations LeeRae Ball

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

Resolution 791-01-23-13

2012 Jobs Now Act Energy Operational Cost Savings Grant
Round 2

WHEREAS, the Office of Superintendent of Public Instruction (OSPI) has announced the availability of \$34 million in grant funds for energy operational savings projects to be awarded in two competitive rounds and;

WHEREAS, a condition of the grant award is to complete an Investment Grade Audit before applying for the grant and;

WHEREAS, OSPI requires districts who are interested in applying for an energy grant to declare their intention to proceed with a project if awarded a grant and;

WHEREAS, OSPI requests districts to submit the “predetermined cost effectiveness criteria “ to OSPI as a separate document or contained within this resolution;

THEREFORE BE IT RESOLVED that the Board of Directors of Steilacoom Historical School District No. 1 intends to comply with all OSPI requirements, conditions, and requests as set forth above; and

furthermore, BE IT RESOLVED that the Board has determined the cost effectiveness criteria to be:

1. The ESCO is able to deliver the project scope, as defined in the Investment Grade Audit (IGA), within the guaranteed maximum price, also defined within the IGA
2. The District “out of pocket” risk must not exceed a 2-1ratio when compared to the amount of the grant request

APPROVED by the Board of Directors of Steilacoom Historical School District, Pierce County, Washington, in a meeting thereof held on January 23, 2013.

ADOPTED THIS 23rd DAY OF JANUARY 2013.

Attest:

(Secretary/Superintendent)

(Chair)

492 K-12 Energy Operational Savings Grants**Fiscal Year:** 12-13**Milestone:** Draft (Printed 1/17/2013)**District:** Steilacoom Hist. School District**Organization Code:** 27001**ESD:** Puget Sound Educational Service District 121

Page 1

Example of application
to be submitted.

READ FIRST

The Legislature appropriated \$40 million in the 2012 Jobs Now Act to OSPI to continue implementing the grant program for energy operational cost savings projects in K-12 public schools. An award of \$6 million dollars was granted to 14 additional projects submitted in March 2012, leaving the remaining \$34 million to be granted in two upcoming rounds. All districts are eligible to receive one grant up to \$1 million dollars. These grant funds are to be leveraged with energy and operational cost savings, utility incentives and local dollars to make long-term energy and water efficiency improvements. The leverage ratio goal, established by the legislature, is 3:1 - \$3 dollars of annual energy savings, incentives and local dollars to \$1 dollar of state energy grant funding. Districts may use the energy savings performance contracting (ESPC) or the design, bid, build (DBB) method of contracting for professional services.

KEY POINTS of the 2012 Jobs Now Act Energy Grant Process

1. There will be two rounds of applications and awards.
 - Round 1 applications are due by 5 p.m., November 9, 2012, awards on November 30, 2012.
 - **Round 2 applications are due by 5 p.m., February 15, 2013, awards on February 28, 2013.**
2. A separate application is due for each round.
3. A district may only submit one application per round.
4. A district may only receive one grant award of no more than \$1 million in either round.
5. An "Intent to Apply," that includes a Board Resolution with the Predetermined Cost Effectiveness Criteria for the project, must be submitted by the district prior to submitting an application. Districts are encouraged to complete the "Intent to Apply" early in their project planning. Examples are posted on the [OSPI School Facilities Energy Grants website](#) under 2012 Jobs Now Act Energy Efficiency Grants.
6. An Investment Grade Audit (IGA) must be completed prior to submitting an application. The current standard is ASHRAE Level 3. An IGA completed in 2010 is acceptable ONLY if the district and their ESCO or engineer confirm that the conditions in the buildings have not changed AND the project cost section(s) have been updated. An IGA completed for the 2011-2013 round is acceptable.
7. **The application period closes at 5:00 p.m. on the due date. A complete application, with the required uploaded documents, must be submitted to OSPI in iGrants by that time.** There is no competitive advantage to getting the application in early. They will be evaluated at the same time.
8. **Incomplete applications or missing documentation may result in an application not being scored.**
9. In order for any incentive, rebate or other granted funding to be considered "committed," applicants must upload with the application an incentive contract, letter of agreement or estimate of commitment, signed by the utility company or other granting entity, stating their intent to provide funding and the dollar amount.
10. Districts must follow the contracting methods described in the Energy Savings Performance Contracting Guidelines for WA Public Agencies [Energy Savings Performance Contracting Guidelines for WA Public Agencies](#). Please familiarize yourself with the processes and requirements prior to submitting an application.

11. Grant scoring criteria is established by the legislature. The application of the criteria is developed by OSPI staff and project stakeholders, including Department of Enterprise Services Energy Program staff, the Energy Grant Review Team (made up of five District Administrators from around the state), comments from applicants of previous rounds as well as from ESCO's and Project Management firms working on the projects. The four categories are:
 - Prior Grant Award
 - Leverage Ratio
 - Simple Payback
 - Persistence

Complete descriptions and the application formulas for scoring criteria are available on the OSPI School Facilities and Organization Energy Grant Programs website under 2012 Jobs Now Act Energy Efficiency Grants.

Please Note: FINAL grant approval cannot be issued to awardees until after OSPI has received: the Board Resolution accepting the grant; the Energy Services Proposal or the final IGA that includes a proposal, and the executed Contract.

☐ Check this box to indicate that district officials have read and understand this process.

Page 3

Application for 2012 Jobs Now Act - Round 2**District Name: Steilacoom Hist. School District**

Did the district receive a Final Award of an energy grant in 2010 from either OSPI or the WA Dept. of Commerce or in the 2011-2013 round awarded by OSPI on April 2, 2012 and May 7, 2012, or in the Jobs Now Act Round 1 awarded in December 2012?

If yes, enter the amount of grant received.

Has the district submitted the "Intent to Apply" documents for this grant to OSPI?

Does the district have an Interagency Agreement with the Department of Enterprise Services (DES) for energy project management services? (NOTE: You are not required to work through DES and are not scored on this question.)

What contracting method will the district be using for this project?

- ☐ Energy Savings Performance Contract using an ESCO
☐ Design, Bid, Build

Name of the ESCO, engineering firm or other resource hired to complete the Investment Grade Audit.

Name of the Qualified Project Manager representing the district:

(If using DES please use DES Project Manager. If using district personnel please include name and title. Do not include names of ESCO or engineering firm personnel.)

Name(s) of Energy and Water Utility Companies serving the district:

Does the district have an incentive agreement or commitment estimate document from one or more utility companies committing to a specific dollar amount of incentive funding, signed by a utility company representative or letter explaining that no incentive is available? (You will be directed to upload these documents at the end of the application.)

Date Investment Grade Audit (IGA) was completed (if 2010, use updated date).

Date Energy Services Proposal (DES projects) or Final IGA with proposal (Alternate Method) was completed or expected.

Concise Project Description

Provide a brief project description by school, by facility name and scope of work (energy conservation measures). Include two primary benefits of this project (excluding energy/water savings).

Performance Measurement and Verification

For each main Energy Efficiency Measure, list **only** the number of years of Measurement and Verification (M&V) that will be included in your ESCO or Consultant contract. You will be asked to upload the M & V Plan that lists components to be measured, tasks to be accomplished, and approach (stipulated, field measurement, etc.) at the end of this application.

Energy Efficiency Measure	Number of Years (1-10)
Lighting	
HVAC and controls	
Insulation and windows	
Building Components/Envelope	
Solar PV	
Other (specify):	

What, if any, innovative energy techniques or systems are used in this project? *(This is requested for informational purposes only.)*

Project Timeline

Design Completion Date (use xx/xx/xxxx format)

Construction Start Date

Construction Completion Date

Project Components and Financial Information

TOTAL Project Costs (includes taxes, management fees, etc.)

Break down Base Cost (excluding all soft costs) by Primary Energy Efficiency Measure Type.

Lighting and/or lighting controls

HVAC - AHU, indoor HP, FCU, rooftop AC, Packaged HP unit

HVAC - VAV

HVAC - boilers

HVAC - VFD

HVAC - cooling towers

Controls - DDC/EMS

Building Components

Alternate Energy Sources

Water

Data

Other

Guaranteed Project Costs (ESCOs or others guaranteed cost) (Leave blank if no guarantee)

Requested OSPI Grant Amount (may not exceed \$1 million)

Confirmed Utility Incentive (must be confirmed by an agreement, a contract, or other document signed by the utility, listing specific dollar amount of incentive).

Other Confirmed Incentives, Rebates, Grants, if any (must be confirmed by same documentation as above)

Local Contribution

Guaranteed Annual Energy Savings/Changes	
Record savings/changes in native units of energy. OSPI will convert to dollar savings using statewide average rates for fuels for February 2012.	
	Annual Energy Units Saved/Added
Electrical (kWh)	
Gas (Therms)	
Oil (Gal)	
Propane (Gal)	

Annual Water Savings	
Water savings are used to calculate tie-breaker points and do not enter into the simple payback calculation.	
Water (CCF)	

List the annual amount of energy operational cost savings the district will realize if this project is completed. To be legitimate the materials, purchased services and equipment costs must be measurable and have been routine annual operating costs of the district.

Additional Information

Has the district adopted policies or plans to reduce greenhouse gas emissions (GHG) and vehicle miles traveled, per RCW70.235.070? (This is not a requirement of this grant program, however, districts are encouraged to comply)?

Only list policies or plans specifically related to greenhouse gas emissions and vehicle miles traveled and effective date.

Does the district use Energy Star Portfolio Manager or another program to track and monitor energy and water consumption for the buildings affected by this project?

If yes, what year did you start tracking and monitoring?

If yes, go to the program, generate a Statement of Energy Performance or other report showing the current Energy Performance Rating or Energy Use Intensity for the most recent 12-month period.

UPLOAD DOCUMENTS HERE FOR ROUND 2 - due by 5:00 p.m. February 15, 2013.

File names may *not* include symbols, e.g., #.

- 1. Documents from the utility companies and any other supporting documentation that commits to an incentive, a rebate or other grant funding, or that states no incentive is available.**
- 2. Measurement and verification plan that lists components/types to be measured, tasks to be accomplished, and approach (stipulated, field measurement, etc).**
- 3. Energy Star Statement of Energy Performance Ratings, EUI, or other report showing buildings EUI for the most recent 12-month period.**

Uploaded Files

Uploaded By

Uploaded At

Files have not been uploaded

**2012 Jobs Now Act Energy Efficiency Grants****Scoring Criteria**

6/13/2012

1. Prior Grant Award**30 possible points**

The maximum points go to districts who have not received an energy grant from OSPI or Department of Commerce in any round in 2010, and/or received an award from OSPI in the March 2012 round. This is the total grants awarded per district in these rounds.

Previous grant amount	Possible Points	SCORE
Did not receive a grant but did apply in 2010 or March 2012	30	
Did not receive a grant and did not apply in 2010 or March 2012	25	
Received a grant(s) of less than \$500,000	15	
Received a grant(s) of equal to or greater than \$500,000	5	

2. Leverage Ratio**25 possible points**

$[(\text{Energy savings} \times \text{average statewide rate}) + \text{Utility Incentive} + \text{other incentives} + \text{local contribution}] / \text{grant request}$

	Leverage ratio	Possible Points	
0.0781 Ave state Electricity Cost (\$/kWh)	=/> 4:1	25	
0.915 Ave state Natural Gas cost (\$/Therm)	3.5:1 - 3.9:1	23	
3.294 Ave diesel cost (\$/gallon)	3:1 - 3.4:1	21	
1.1189 Ave propane cost (\$/gallon)	2.5:1 - 2.9:1	15	
All rates are for WA , February 2012	2:1 - 2.4:1	13	
	1.5:1 - 1.9:1	10	
	1:1 - 1.4:1	8	
	0.5:1 - 0.9:1	5	
	=/< 0.4:1	0	

3. Energy Savings (Simple Payback)**25 possible points**

$(\text{Total project cost} - \text{committed utility incentive} - \text{other committed}) / [(\text{energy savings} \times \text{state wide average energy rate}) + \text{energy operational cost savings}]$

Projects with a long useful life, and a simple payback that does not exceed the useful life of the energy efficiency measures, will be awarded the greatest number of points. Reviewers will award points based on information provided with the application including the IGA. Useful life for energy efficiency projects is defined by OFM.

Simple Payback and Useful Life of EEM's	Possible Points	
Simple payback does not exceed useful life AND useful life exceeds 15 years	17 - 25	
Simple payback does not exceed useful life AND useful life is 15 years or less	8 - 16	
Simple payback exceeds useful life	0 - 7	

* Sample *



2012 Jobs Now Act Energy Efficiency Grants

Scoring Criteria

6/13/2012

4. Persistence 20 possible points

The applicant will need to describe the measurement and verification (M&V) plan, including work to be done and by whom, IPMVP option and number of years for each EEM.

M & V	Possible Points	
ESPC only - Met IPMVP Standard for all EEM's	20	
Equivalent Method - Met ESHB 2020 (2)a*	20	
Met Standard for at least half, but not all, of the EEM's	10	
Met Standard for less than half of the measures	5	
Did not meet Standard for any EEM or did not meet ESHB 2020 (2) a*	0	

* ESHB 2020.SL (2)a Verify energy and operational cost savings for ten years or until energy and operational savings pay for the project, whichever is shorter

Measure	M&V Approach	Methodology
Lighting	Stipulated	Low risk. Stipulated light levels, hours of use x watt reduction, fixture count. Standard is one year.
Insulation & windows	Stipulated	Low risk. Stipulated insulation values. Standard is one year.
HVAC & controls	Measured & Verified	High risk. Standard is three years of measurement and verification. Requires detailed M&V plan listing tasks, components to be measured, field measurement required
Solar PV	Measured & Verified	Typically measured on a specified period based on metered electricity generated.
Other	TBD based on EEM	

100 Possible Points

TOTAL SCORE

5. BONUS POINT TIE BREAKERS 5 possible points

Water Savings	1
Plans & Policies (RCW 70.235)	1
Energy Performance documentation	2
Letter from utility - no incentive	1

Bonus Points Only

TOTAL

Uploaded Documents

IGA clearly defining the EEMs including capital cost and energy savings by EEM

Incentive commitment agreement, letter, document from utility stating committed dollars?

Incentive, rebate or grant commitment agreement, letter, document from "others" stating committed dollars?

Statement of Energy Performance or EUI from Energy Star or other benchmarking program?

Letter from utility provider stating no incentive available?

Other

Check

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 23, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Policy 5001 – Hiring of Retired School Employees
 INFORMATION

BACKGROUND INFORMATION: Policy 5001 revisions are in accordance with changes in WSSDA model policy language to be in compliance with State law. The revision includes the deletion of specific language around TRS 1 and PERS 1 retirees.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to move Policy 5001 to a Second Reading.

Report prepared by:

Kathi Weight – Executive Director of Student Achievement/Human Resources

HIRING OF RETIRED SCHOOL EMPLOYEES

The district shall recruit, select and employ the best-qualified individuals as employees. The district may employ persons retired from the Teachers' Retirement System (TRS), the School Employees' Retirement System (SERS) or the Public Employees' Retirement System (PERS). A retired employee shall only be rehired pursuant to this district policy.

All retirees of TRS, SERS or PERS may work an annual threshold of eight hundred sixty-seven (867) hours per year while receiving retirement benefits. The annual threshold for TRS Plan 1 retirees is calculated per fiscal year. All other plans are calculated per calendar year. Qualified hours are determined by whether the retiree works in an eligible position as defined by the Department of Retirement Systems (DRS).

~~TRS 1 and PERS 1 Retirees (hired after July 22, 2007)~~

~~Beyond the eight hundred sixty-seven hours (867) per work year, eligible retirees hired from Plan I of TRS or PERS may work up to a total of one thousand five hundred hours (1,500) per year while receiving retirement benefits, subject to limitations established by DRS.~~

District Responsibilities

The district shall abide by the following process when considering a retiree for employment:

- A. The board of directors shall approve a process for recruitment and selection of employees, including those vacancies for which a retiree applicant may be considered.
- B. Applicant(s) shall be evaluated and considered equally, selecting the candidate who best meets the needs of the district.
- C. There shall be no prearranged employment agreement or commitment to rehire an employee after retirement. Mere inquiries about post-retirement employment do not constitute an agreement.
- D. Employment shall be limited to a maximum of a one-year, non-continuing contract or appointment.
- ~~E. The district shall make contributions to the appropriate retirement system when any retiree works more than eight hundred sixty-seven (867) hours per year.~~
- ~~F. The district shall maintain records of the process followed in seeking qualified candidates that resulted in the hiring of the retiree.~~
- ~~G. The board of directors shall approve the hiring and document a justifiable need for choosing the retiree.~~
- H.E. Subject to any applicable bargaining agreements, vacancies filled by retirees shall be annually reviewed by the board to determine whether the retiree will be rehired for another year of employment.
- I.F. The district shall provide the retiree with the same terms and conditions of employment as other appointees or employees in comparable positions with the exception of sick-leave cash-out.
- J.G. The district shall report the number of hours worked by the retiree to DRS.

Retired Employee Responsibilities

The following conditions of employment shall apply to retirees that are re-employed:

- A. Retired applicants shall disclose to the district whether they are retired from a Washington state retirement plan.
- B. Employees must satisfy the DRS requirement for separation and retirement from service prior to accepting a retire/rehire position with the district.
- C. Retirees are subject to the same collective bargaining membership as other one-year temporary employees.
- D. Retirees are responsible for tracking service hours during post-retirement employment among multiple employers.

Cross References: Board Policy 5610
 Board Policy 5612
 Board Policy 5050

Substitute Employment
Temporary Administrators
Contracts

Legal References: RCW 41.32
 41.40

Teachers' retirement
Washington public employees'
retirement system

Management Resources:

[Policy News, August 2011](#)

[Legislature refines the retire/rehire law](#)

[Policy News, June 2007](#)

Revisions to Retire/Rehire Law

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: [2.13](#)

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: January 23, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Policy 5050– Contracts
 INFORMATION

BACKGROUND INFORMATION: Policy 5050 revisions are in accordance with changes in WSSDA model policy language to be in compliance with State law. The revision includes the inclusion of changes to Provisional status to add a “third year”.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to move Policy 5050 to a Second Reading.

Report prepared by:

Kathi Weight – Executive Director of Student Achievement/Human Resources

CONTRACTS

The district shall contract annually with each applicable staff member. Such contract shall be in conformity with state law and the policies and negotiated agreements of the district. The contract shall be binding on the district and on the staff member and may not be abridged or abrogated during its term by either party except by mutual consent or as may be provided elsewhere in board policy or in negotiated agreements.

The contracts for certificated staff shall be written for a period not to exceed one year. Upon the recommendation of the superintendent contracts for selected classified staff may be in writing and/or for a specific period of time not to exceed one year. Otherwise the employment of classified staff shall be on a month-to-month basis commencing from the first day of work.

Supplemental contracts, which are not subject to the continuing contract statute, shall be issued for services to be rendered in addition to a staff member's normal "full-time" assignment.

A. Certificated Staff Contracts

The district, upon recommendation of the superintendent and approval by a majority of the board of directors, shall offer a certificated staff contract to the applicant so recommended and approved, such contract to state the salary to be paid based upon the applicable salary schedule, the number of days of service, effective date and term of the contract and to include the following statement: "failure to return this contract within ten (10) days of the above date of issuance shall constitute a resignation or nonacceptance of employment or re-employment." The contract shall also include the following statement:

"This contract replaces the prior individual contract for the _____ school year." And when applicable: "This contract shall be subject to the terms and conditions of any collective bargaining agreement between the district and the organization certified or recognized as the negotiating representative for the certificated staff employed by the board. In the event that any of the provisions of this individual staff member contract shall be inconsistent with the provisions of any such collective bargaining agreement, then the terms of the collective bargaining agreement shall prevail.

B. Provisional Employment

The district shall issue to certificated first, ~~and second~~ and third-year teaching or other non-supervisory certificated staff a "provisional contract" for "provisional employees" who are subject to non-renewal of employment as provided by law for such staff members. Staff who have completed a two year provisional term with another Washington State school district shall be provisional employees only during their first year with the district. Such "provisional contract" shall include the following rider: "It is understood and agreed that the staff member has not completed two years of employment in a Washington State public school district and at least one year of employment in the district in a teaching or other non-supervisory certificated position and that the provisions of RCW 28A.405.220 are applicable during the first ~~three~~two-years of certificated employment of the staff member by the district or year of employment with the district if the staff member has completed at least two years of employment in another Washington State public school district."

C. Retire-Rehires and Persons Replacing Certificated Staff on Leave

The district shall issue one-year, non-continuing contracts to persons who have retired from a certificated position in the state of Washington and are returning to employment under the "retire-rehire" provisions of state law. The district shall issue "replacement employee" contracts upon the recommendation of the superintendent and action of the board, to certificated staff who replace certificated staff who have been granted leaves. Such contracts shall be for the duration of the leave only and are not subject to the terms of the Continuing Contract Law. Such contracts shall clearly state the terms and conditions of the contract. These contracts shall include the following rider:

"It is understood and agreed that the staff member is employed pursuant to the provisions of RCW 28A.405. In accordance with the provisions of RCW 28A.405.900, this contract shall expire automatically at the end of the contract terms set forth herein and is not subject to the provisions of RCW 28A.405.210."

D. Adjustments

The district shall provide for the review and adjustment of certificated staff contracts on the basis of information filed with the personnel office by date specified in the current negotiated certificated collective bargaining agreement. The staff member shall provide the personnel office, according to schedule, with the required information, including official college or university transcripts, official records of degrees completed, official records of approval and completion of authorized work for equivalent credits and all other pertinent data for contract adjustment purposes.

E. Supplemental Employment Agreements

The district shall issue separate supplemental employment agreements to certificated staff for service to be rendered in excess of a normal "full-time" assignment or for service to be rendered beyond the scheduled staff day or for service to be performed beyond the scheduled staff year. Supplemental contracts will also be issued for co-curricular activities and special responsibility assignments. Separate agreements shall not exceed one year and if not renewed shall not constitute an adverse change in contract status. Salary for services performed under supplemental employment agreements shall be paid according to the current salary schedule for supervision of co-curricular activities or, in the case of extended time assignments, according to the applicable provisions for payment for the services rendered.

F. Consultants

Staff consultant services may be obtained when unique knowledge or technical skills are needed. A description of desired services and an estimate of time and costs shall be submitted to the Superintendent or designee for action. Compensation shall be determined by the Superintendent or designee, but normally may not exceed that paid to a regular staff member with comparable duties. The honorarium paid to a consultant shall be determined by the Superintendent or designee, taking into account cost incurred and benefits derived therefrom. Compensation classification of a consultant on a personal services contract or payroll shall be determined in compliance with the guidelines of the Internal Revenue Service.

G. Title 1 Employees

All teachers working in a program supported with Title 1 funds who were hired on or after the first day of the 2002-2003 school year, shall be highly qualified, as defined by federal law and regulations.

All paraprofessionals providing instructional support in a program supported by Title 1 funds hired after January 8, 2002, shall have a secondary school diploma or a recognized equivalent and one (1) of the following:

1. Completed at least two (2) years of study at an institution of higher learning;
2. Obtained an Associate's or higher degree; or
3. Met a rigorous standard of quality through a formal state or local assessment.

Paraprofessionals who are hired primarily as translators or solely to conduct family involvement activities do not need to meet the new requirements. However, they must have earned a secondary school diploma or its recognized equivalent.

Cross References:	Board Policy 5280	Termination of Employment
Legal References:	RCW 28A.330.100 28A.400.300	Additional powers of the board Hiring and discharging employees — Leaves for employees — Seniority and leave benefits, retention upon transfer between schools
	28A.400.315	Employment contracts [not retroactive]
	28A.405.210	Conditions and contracts of employment Determination of probable cause for non-renewal of contracts — Notice — Opportunity for hearing
	28A.405.220	Conditions and contracts of employment — Non-renewal of provisional employees — Procedure
	28A.405.240	Conditions and contracts of employment Supplemental contracts, when — Continuing contract provisions, not applicable to
	28A.405.900	Certain certificated employees exempt from chapter provisions
	20 U.S.C. 6319	

Management Resources:	<u>Policy News, October 2010</u>	<u>Employment Disclosures</u>
	<u>Policy News, August 2003</u>	No Child Left Behind Update
	<u>Policy News, August 2001</u>	Legislature Authorizes "Retire- Rehire"

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: [2.13](#)

REGULAR SCHOOL BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: x **ACTION** Modification of 2012-13 Calendar - March 13
INFORMATION

March 13, 2013 is scheduled as an ACE day on the approved calendar. March 13, 2013 is also a day for mandatory state testing at the high school. OSPI requires that testing days be full days of school (so students have adequate time to complete the test, equitable with all other schools in the state).

As a result, the District recommends modifying the 2012-13 calendar to make March 13 a full day (not an ACE day). The district has worked with SEA to modify the allocation of that time (teacher directed) on another existing ACE day (February 27), so there will NOT be an additional ACE day added to the calendar. Teachers will have one hour on the March 8th Professional Day work in data teams.

Upon Board approval, the District and schools will widely communicate this change electronically, in writing, and via phone messenger.

None

It is the recommendation of the Superintendent to approve the change of March 13 from an ACE (1-hour late) day to a regular day.

Report prepared by: Superintendent Fritz and Kathi Weight, Executive Director for Student Achievement and Human Resources