



Regular Meeting Agenda

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

STUDY SESSION: The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

8/24/2017 07:00 PM

I. CALL TO ORDER (Action)

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

II. COMMENTS FROM THE AUDIENCE (Information)

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

III. INTRODUCTION - NEW STAFF (Information)

IV. REPORTS

a. State Assessment Results (Information)

Presenter: Nancy McClure

[2017 State Assessment Data Overview.pdf \(p. 4\)](#)

V. CONSENT AGENDA (Action)

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

[Approval of Financial Reports 7.31.17.pdf \(p. 7\)](#)

[Approval of July & August 2017 ASB Accounts Payable \(p. 20\)](#)

[Approval of Regular Meeting Minutes 7.27.17.pdf \(p. 31\)](#)

[Approval of Study Session Meeting Minutes 8.10.17.pdf \(p. 34\)](#)

[Approval of Resolution 841-8-24-17 Washington Educational Pool Interlocal Agreement.pdf \(p. 36\)](#)

[Approval of IT Surplus.pdf \(p. 44\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 46\)](#)

[Approval of Classified Personnel Report.pdf \(p. 47\)](#)

[Approval of Co-curricular Personnel Report.pdf \(p. 48\)](#)

VI. OLD BUSINESS

- a. **Approval of Resolution 841-8-24-17, 2017-18 School Year Budget** (Action)

Presenter: Jim Brittain

[Approval of Resolution 8-24-17 2017-2018 Budget Adoption.pdf \(p. 52\)](#)

- b. **District and Board Goals 2017-18** (Discussion)

[DRAFT 2017-18 District and Board Goals.pdf \(p. 54\)](#)

- c. **Second Reading of Policy 1210 Annual Organizational Meeting** (Action)

Presenter: Kathi Weight

[Second Reading of Policy 1210.pdf \(p. 55\)](#)

- d. **Second Reading of Policy 1220 Board Officers and Duties of the Board Members** (Action)

Presenter: Kathi Weight

[Second Reading of Policy 1220.pdf \(p. 58\)](#)

- e. **Second Reading of Policy 1225 School Director Legislative Program** (Action)

Presenter: Kathi Weight

[Second Reading of Policy 1225.pdf \(p. 61\)](#)

VII. NEW BUSINESS

- a. **Approval of July and August 2017 General Fund Accounts Payable and July 2017 Payroll** (Action)

[Approval of July & August 2017 General Fund and July 2017 Payroll.pdf \(p. 65\)](#)

- b. **2018 Enrichment Levy** (Discussion)

Presenter: Jim Brittain

[2018 Enrichment Levy.pdf \(p. 116\)](#)

- c. **First Reading of Policy 1410 Executive or Closed Sessions** (Action)

Presenter: Kathi Weight

[First Reading of Policy 1410.pdf \(p. 118\)](#)

- d. **First Reading of Policy 5005 Employment: Disclosures, Certification Requirements, Assurances & Approval** (Action)

Presenter: Kathi Weight

[First Reading of Policy 5005.pdf \(p. 122\)](#)

e. First Reading of Policy 4040 Public Access to District Records

(Action)

Presenter: Kathi Weight

[First Reading of Policy 4040.pdf \(p. 128\)](#)

f. New Construction Mitigation Fees

(Discussion)

VIII. 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.

IX. BOARD COMMUNICATION

(Information)

X. ANNOUNCEMENTS

(Information)

XI. ADJOURNMENT

(Action)

SHSD STATE ASSESSMENTS: A SUMMARY

SPRING 2017 DATA FOR GRADES 3-10:

WASHINGTON COMPREHENSIVE ASSESSMENT PORTAL (WCAP) ONLINE REPORTS (SECURED WEBSITE)

Nancy McClure
August 24, 2017

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2017 SMARTER BALANCED SUMMATIVE ASSESSMENT SCORES

ELA

Grade	Number of Students Tested	Percent of Students Proficient
3	258	55%
4	216	61%
5	209	68%
6	229	67%
7	278	68%
8	278	64%
9	No test at this grade level	
10	225	82%

MATH

Grade	Number of Students Tested	Percent of Students Proficient
3	256	67%
4	215	53%
5	209	56%
6	228	52%
7	278	60%
8	279	53%
9	No test at this grade level	
10	106	89%

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2015-2017 SBA SUMMATIVE ASSESSMENT: STUDENT COHORT GROUPS*

EL A

Grade in 2015	2015 SBA ELA % Proficient	Grade in 2017	2017 SBA ELA % Proficient	GAIN/LOSS
3	70%	5	68%	-2%
4	64%	6	67%	3%
5	70%	7	68%	-2%
6	57%	8	64%	7%
7	62%	9	Not given in 9 th grade	
8	70%	10	82%	12%

*percentage of proficient students represents all SHSD students tested each year

*data includes continuous enrolled and non-continuous enrolled students

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2015-2017 SBA SUMMATIVE ASSESSMENT: STUDENT COHORT GROUPS*

MATH

Grade	2015 SBA MATH % Proficient	Grade	2017 SBA MATH % Proficient	GAIN/LOSS
3	74%	5	56%	-12%
4	61%	6	52%	9%
5	53%	7	60%	7%
6	41%	8	53%	12%
7	62%	9	Not given in 9 th grade	
8	53%	10	89%	36%

*percentage of proficient students represents all SHSD students tested each year

*data includes continuous enrolled and non-continuous enrolled students

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QUESTIONS/COMMENTS	5

Steilacoom Historical School District No. 1
Financial Report - July 31, 2017
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of July 31, 2017 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/Year-End Projection/YTD Actual:

	Annual Budget	Year-end Projection	Projected Variance	Projected Variance	YTD Actual
Revenues & Other Financing Sources	36,832,885	35,140,000	(1,692,885)	-4.60%	32,388,100
Expenditures & Other Financing Uses	38,138,818	35,550,000	(2,588,818)	-6.79%	31,890,492
Excess Revenues/Other Financing Sources Over (under) Expend & Other Financing Uses	(1,305,933)	(410,000)			497,608
			Transfer to Capital Projects		(600,000)
			Net Change in Unassigned Fund Balance		(102,392)

Fund Balances	9/1/2016	7/31/2017	Variance
Committed for Other Purposes	525,438	25,438	-500,000
Unassigned Fund Balance	2,908,310	3,175,918	267,608
Unassigned Minimum Fund Balance	1,855,000	1,985,000	130,000
Fund Balance	5,288,748	5,186,356	-102,392

Capital Projects Fund:

Beginning Fund Balance 9/1/2016		1,291,721	
General Fund Transfer to Capital Projects	600,000		
Revenue	129,650		
Expenses	(172,131)		
		557,519	
Ending Fund Balance 7/31/2017			<u>1,849,240</u>

Fund Balance - Impact Fees \$245,629, Turf Field Replacement \$100,000, Unassigned Fund Balance \$1,503,611

	9/1/2016 Beginning Fund Balance	7/31/2017 Ending Fund Balance	Variance
Debt Service Fund:	2,955,195	3,183,595	228,400
Transportation Fund:	67,640	67,986	346
ASB Fund:	310,234	294,173	(16,061)
Anderson Island	575	575	0
Cherrydale	6,782	8,237	1,455
Chloe Clark	4,469	6,716	2,247
Saltar's Point	5,606	5,886	280
Pioneer Middle	66,042	69,423	3,381
Steilacoom High	226,760	203,335	(23,425)
Total Ending ASB Fund Balance	<u>310,234</u>	<u>294,172</u>	<u>(16,061)</u>

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2016 (September 1, 2016 - August 31, 2017)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2017

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	7,168,838	11,364.43	7,259,056.60		90,218.60-	101.26
2000 LOCAL SUPPORT NONTAX	979,250	15,807.31	820,873.80		158,376.20	83.83
3000 STATE, GENERAL PURPOSE	20,359,412	2,039,433.38	18,349,900.80		2,009,511.20	90.13
4000 STATE, SPECIAL PURPOSE	5,589,814	573,069.20	4,006,795.84		1,583,018.16	71.68
5000 FEDERAL, GENERAL PURPOSE	427,155	.00	278,295.70		148,859.30	65.15
6000 FEDERAL, SPECIAL PURPOSE	2,285,054	214,291.75	1,651,826.26		633,227.74	72.29
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	21,500	5,049.37	18,594.98		2,905.02	86.49
9000 OTHER FINANCING SOURCES	1,862	.00	2,755.78		893.78-	148.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	36,832,885	2,859,015.44	32,388,099.76		4,444,785.24	87.93
B. EXPENDITURES						
00 Regular Instruction	20,389,199	1,694,302.85	18,069,389.74	1,503,638.19	816,171.07	96.00
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	4,551,764	312,479.25	3,854,018.59	335,968.01	361,777.40	92.05
30 Voc. Ed Instruction	1,497,800	112,526.94	1,313,780.43	126,358.48	57,661.09	96.15
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,592,208	99,834.54	1,152,321.44	145,730.04	294,156.52	81.53
70 Other Instructional Pgms	909,306	24,006.01	280,307.22	19,128.91	609,869.87	32.93
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	9,198,541	637,153.52	7,220,674.40	1,453,401.04	524,465.56	94.30
<u>Total EXPENDITURES</u>	38,138,818	2,880,303.11	31,890,491.82	3,584,224.67	2,664,101.51	93.01
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	600,000	.00	600,000.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	1,905,933-	21,287.67-	102,392.06-		1,803,540.94	94.63-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	4,980,280		5,288,748.39			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,074,347		5,186,356.33			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	74,720-	25,437.88
G/L 872 Committed to Econmc Stabilizatr	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	1,294,068	3,175,918.45
G/L 891 Unassigned Min Fnd Bal Policy	1,855,000	1,985,000.00
<u>TOTAL</u>	3,074,348	5,186,356.33
Differences	1-	.00

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

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2016 (September 1, 2016 - August 31, 2017)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2017

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	102,000	19,908.70	129,649.66		27,649.66-	127.11
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	1,850,000	.00	600,000.00		1,250,000.00	32.43
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,952,000	19,908.70	729,649.66		1,222,350.34	37.38
<u>B. EXPENDITURES</u>						
10 Sites	275,000	.00	.00	0.00	275,000.00	0.00
20 Buildings	2,500,000	99,209.02-	167,327.30	12,659.88	2,320,012.82	7.20
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	100,000	.00	4,803.75	0.00	95,196.25	4.80
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	2,875,000	99,209.02-	172,131.05	12,659.88	2,690,209.07	6.43
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(A-B-C-D)</u>	923,000-	119,117.72	557,518.61		1,480,518.61	160.40-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	1,291,296		1,291,720.92			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	368,296		1,849,239.53			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	224,020	245,629.00
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	100,000.00
G/L 889 Assigned to Fund Purposes	144,276	1,503,610.53
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 368,296	 1,849,239.53

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2016 (September 1, 2016 - August 31, 2017)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2017

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 Local Taxes	6,527,775	10,535.36	6,483,704.29		44,070.71	99.32
2000 Local Support Nontax	2,000	1,978.95	7,948.42		5,948.42-	397.42
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	6,529,775	12,514.31	6,491,652.71		38,122.29	99.42
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	4,130,000	.00	4,130,000.00	0.00	.00	100.00
Interest On Bonds	2,132,700	.00	2,132,700.00	0.00	.00	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	553.16	0.00	9,446.84	5.53
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	6,272,700	.00	6,263,253.16	0.00	9,446.84	99.85
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	257,075	12,514.31	228,399.55		28,675.45-	11.15-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,906,087		2,955,195.06			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,163,162		3,183,594.61			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	3,163,162	3,183,594.61
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 3,163,162	 3,183,594.61

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2016 (September 1, 2016 - August 31, 2017)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2017

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	153,595	175.23	115,487.50		38,107.50	75.19
2000 Athletics	142,900	20.00	44,300.61		98,599.39	31.00
3000 Classes	55,958	.00	53,471.10		2,486.90	95.56
4000 Clubs	385,411	3,068.77	228,984.73		156,426.27	59.41
6000 Private Moneys	4,000	.00	11,612.10		7,612.10-	290.30
 <u>Total REVENUES</u>	 741,864	 3,264.00	 453,856.04		 288,007.96	 61.18
 <u>B. EXPENDITURES</u>						
1000 General Student Body	152,095	116.05	39,331.42	0.00	112,763.58	25.86
2000 Athletics	154,885	5,822.08	131,927.21	1,784.84	21,172.95	86.33
3000 Classes	54,505	1,376.95	40,164.89	0.00	14,340.11	73.69
4000 Clubs	354,115	5,929.38	246,670.27	0.00	107,444.73	69.66
6000 Private Moneys	4,500	192.12	11,823.90	0.00	7,323.90-	262.75
 <u>Total EXPENDITURES</u>	 720,100	 13,436.58	 469,917.69	 1,784.84	 248,397.47	 65.51
 <u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	21,764	10,172.58-	16,061.65-		37,825.65-	173.80-
 <u>D. TOTAL BEGINNING FUND BALANCE</u>	 287,549		 310,234.18			
 <u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>F. TOTAL ENDING FUND BALANCE</u>	 309,313		 294,172.53			
<u>C+D + OR - E)</u>						

G. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 819 Restricted for Fund Purposes	309,312	294,172.53
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00

<u>TOTAL</u>	309,312	294,172.53
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Differences	1	.00
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Note: A difference in the annual budget column represents an error between Revenue, Expenditure, Residual Equity Transfer accounts and Fund Balance ledger accounts. In the Actual For Year column the arithmetically displayed Fund Balance is different than the posted Fund Balance. An activity for GL 898 will indicate an expected difference.

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2016 (September 1, 2016 - August 31, 2017)For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of July, 2017

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	150	47.49	345.93		195.93-	230.62
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	15,251	.00	.00		15,251.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	15,401	47.49	345.93		15,055.07	2.25
 <u>B. 9900 TRANSFERS IN FROM GF</u>	 0	 .00	 .00		 .00	 0.00
 <u>C. Total REV./OTHER FIN. SOURCES</u>	 15,401	 47.49	 345.93		 15,055.07	 2.25
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	65,000	.00	.00	0.00	65,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 65,000	 .00	 .00	 0.00	 65,000.00	 0.00
 <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 0	 .00	 .00			
 <u>F. OTHER FINANCING USES (GL 535)</u>	 0	 .00	 .00			
 <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES(C-D-E-F)</u>	49,599-	47.49	345.93		49,944.93	100.70-
 <u>H. TOTAL BEGINNING FUND BALANCE</u>	 67,650		67,639.71			
 <u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		.00			
 <u>J. TOTAL ENDING FUND BALANCE</u>	 18,051		67,985.64			
<u>(G+H + OR - I)</u>						

K. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 819 Restricted for Fund Purposes	18,051	67,985.64
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 889 Assigned to Fund Purposes	0	.00
G/L 890 Unassigned Fund Balance	0	.00
 <u>TOTAL</u>	 18,051	 67,985.64

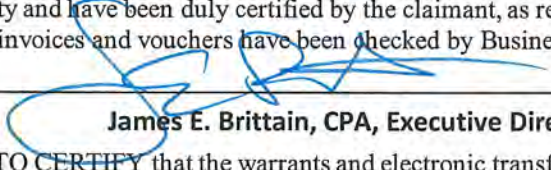
***** End of report *****

Steilacoom Historical School District

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

DATE: August 24, 2017

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


James E. Brittain, CPA, Executive Director of Finance & Operations

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

FUND NAME	WARRANTS (INCLUSIVE)	AMOUNT
<u>CAPITAL PROJECTS FUND:</u>		
Accounts Payable	to	
Accounts Payable	to	
TOTAL CAPITAL PROJECTS FUND:		\$ -

<u>ASSOCIATED STUDENT BODY FUND:</u>						
July 25, 2017	Accounts Payable	403388	to	403388	\$	597.37
July 26, 2017	Accounts Payable	403389		403389	\$	5,402.21
July 26, 2017	Accounts Payable	403390	to	403390	\$	88.41
August 7, 2017	Accounts Payable	403391	to	403391	\$	1,786.96
August 11, 2017	Accounts Payable	403392	to	403392	\$	2,037.34
	Accounts Payable		to			
TOTAL ASSOCIATED STUDENT BODY FUND:					\$	9,912.29

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$597.37. The payments are further identified in this document.

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

Warrant Numbers 403388 through 403388, totaling \$597.37

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
403388	STEILACOOM HIST SCHOOL DIST #1	07/25/2017	CTAX41 20170724AAA	Comp Tax owed for Cash Account 41 through 06/30/2017	0	597.37	597.37
			1	Computer	Check(s) For a Total of		597.37

	0	Manual	Checks For a Total of	0.0
	0	Wire Transfer	Checks For a Total of	0.0
	0	ACH	Checks For a Total of	0.0
	1	Computer	Checks For a Total of	597.3
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	597.3
Less	0	Voided	Checks For a Total of	0.0
			Net Amount	597.3

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 July 27, 2017, the board, by a _____ vote, approves payments, totaling \$5,402.21. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 403389 through 403389, totaling \$5,402.21

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
403389	BSN SPORTS, LLC	07/26/2017	900137642	STEILACOOM HIGH SCHOOL 2001 FOOTBALL - BSN SPORTS - HELMETS	4061617106	2,637.60	5,402.21
			900162815	STEILACOOM HIGH SCHOOL 2009 GIRLS SOCCER - UNIFORMS CART #2927204	4061617105	2,764.61	
1	Computer	Check(s) For a Total of					5,402.21

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	5,402.21
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	5,402.21
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,402.21

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$88.41. The payments are further identified in this document.

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

Warrant Numbers 403390 through 403390, totaling \$88.41

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
403390	BMO HARRIS MASTERCARD	07/26/2017	PCASB7-400000	Credit Card Payment AP Invoice.	0	88.41	88.41

1	Computer	Check(s) For a Total of	88.41
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	88.41
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	88.41
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	88.41

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$1,786.96. The payments are further identified in this document.

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

Warrant Numbers 403391 through 403391, totaling \$1,786.96

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
403391	BSN SPORTS, LLC	08/07/2017	900177061	STEILACOOM HIGH SCHOOL 2002 VOLLEYBALL - BSN SPORTS LLC QUOTE 050217: HYPERACE L/S JERSEYS	4061617110	1,786.96	1,786.96

1	Computer	Check(s) For a Total of	1,786.96
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,786.96
Total For	1	Manual, Wire Tran, ACH & Computer Checks		1,786.96
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,786.96

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$2,037.34. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 403392 through 403392, totaling \$2,037.34

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
403392	JOSTENS INC	08/11/2017	1082893	Jostens -2016/ 2017 Yearbooks	4061617111	2,037.34	2,037.34
			1	Computer	Check(s) For a Total of		2,037.34

	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	2,037.34
Total For	1	Manual, Wire Tran, ACH & Computer Checks		2,037.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,037.34



School Board Regular Meeting Minutes
Steilacoom High School 54 Sentinel Drive Steilacoom, Washington
Thursday, July 27, 2017

STUDY SESSION

- Agenda Review

REGULAR MEETING

I. CALL TO ORDER

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

Executive Director Beauchaine led the Pledge of Allegiance.

All directors and Superintendent Weight present.

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

II. COMMENTS FROM THE AUDIENCE

No comments.

III. RECESS TO PUBLIC HEARING

Chair Scott recessed the meeting to public hearing at 7:02 pm.

IV. PUBLIC HEARING

Chief of Finance & Operations Jim Brittain presented highlights of the draft 2017-18 budget.

No comments.

V. RETURN TO PUBLIC MEETING

Chair Scott returned the public hearing to regular board meeting at 7:16 pm.

VI. INTRODUCTION - Pioneer Middle School Dean of Students

Pioneer Middle School Principal Fernandes thanked the Board for the addition of a Dean of Students, as the student population is growing and this position allows for enhancement of learning. She introduced Ruth Erwin, who has taught nationally and internationally and has been a Dean and Assistant Principal, locally.

VII. REPORTS

a. Canadian Assoc. School System Admin (CASSA) Report

Superintendent Weight, Executive Director Paul Harvey, Principal Alex Clauson and Instructional Facilitator Mary Snyder were invited to attend the Canadian Superintendent Conference, in Halifax, Nova Scotia. The conference centered on student social emotional learning with the team presenting on mental health services in the schools and academic success.



b. Legislative Update

Director Denning reported that the Legislature passed 2 out of 3 budgets; no capital budget passed.

VIII. CONSENT AGENDA

Director Denning made a motion to approve the Consent Agenda which included June & July 2017 accounts payable, July payroll, Financial Reports, attached personnel reports and district-wide surplus. Director Pierce seconded the motion and the motion passed (5/0).

IX. NEW BUSINESS

a. Approval of Purchase and Installation of School Kitchen Dishwashers

Director Schenk made a motion to approve the purchase and installation of school kitchen dishwashers for Chloe Clark, Saltar's Point and Cherrydale schools at a cost of approximately \$89,000.00; Director Pierce seconded the motion and the motion passed (5/0).

b. Approval of Vehicle Replacement Purchase

Director Denning made a motion to approve the purchase of three new vehicles, not to exceed the cost of \$110,000.00; Director Schenk seconded the motion and the motion passed (5/0).

c. First Reading of Policy 1210 Annual Organizational Meeting

d. First Reading of Policy 1220 Board Officers and Duties of the Board Members

e. First Reading of Policy 1225 School Director Legislative Program

Director Denning made a motion to move Policies 1210, 1220 and 1225 to a second reading; Director Forbes seconded the motion and the motion passed (5/0).

X. COMMENTS FROM THE AUDIENCE

No comments.

XI. BOARD COMMUNICATION

- Director Denning received a text and met with a staff member and discussed the voiced concerns with Superintendent Weight.

XII. ANNOUNCEMENTS

- Director Denning announce that the high school wrestlers are attending wrestling camp in Orting.
- Superintendent Weight welcomed to Ruth Erwin to the staff and announce that the district was recognized by *District Administration* as a District of Distinction for the military partnerships across programs in the district.
- Director Forbes went on public record as supporting the ALS Levy in DuPont.
- Director Denning and Chair Scott reminded citizens to vote Remember to Vote.



XIII. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 7:55 pm; Director Pierce seconded the motion and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)



Study Session of the Board of Directors
Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA 98327
Thursday, 8/10/2017

1. CALL TO ORDER

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

Director Schenk led the Pledge of Allegiance.

Director Pierce made a motion to excuse Directors Scott and Denning; Director Schenk seconded the motion and the motion passed (3/0).

Director Pierce made a motion to approve the agenda; Director Schenk seconded the motion and the motion passed (3/0).

2. TOPIC FOR BOARD DISCUSSION

a. Transportation RFP Process

Executive Director Brittain presented the process for a Request for Proposal (RFP) for student transportation for the 2018 - 2023 school years. Discussion of the draft proposal and transportation issues ensued.

b. Steilacoom High North Property

Executive Director Brittain updated the Board on attempts to mitigate risk in the fenced property to the north of the high school. Bids have been received to demolish the pit. Mr. Brittain will review other options and brief the board. A physical review of this property will be added to the September 13, 2017 study session, held at the high school.

c. LRCFP - Technology

Executive Directors Harvey and Brittain presented the current technology/curriculum picture in the district and future plans and technology replacement schedule. Discussion continued on student and staff technology use, how will it be used as future curriculum and long term planning.

d. District and Board Goals 2017-18

Discussion of goals to remove, continue or revise then bring to next board meeting for review and adoption.

3. ADJOURNMENT

Director Pierce made a motion to adjourn the meeting at 7:06 pm; Director Schenk seconded the motion and the motion passed (3/0)

(Chair)

(Secretary/Superintendent)

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

The district is entering into Premera Education Program Pool as a joint purchasing agency for the purpose of selecting and purchasing health care and/or other insurance for the administrative and classified staff. Certificated staff opted to stay with Washington Education Association's (WEA) selected health care plans.

We are authorized to purchase such insurance as set forth in RCW 28A.400.350(1).

The Premera Education Program Pool interlocal agreement will:

- a. provide lower healthcare premium costs for administrative and classified staff
- b. retain Premera as a healthcare provider
- c. not be part of the Washington Education Association Healthcare Plans
- d. allow districts to terminate and withdraw if other healthcare options become available or the State of Washington requires districts to be part of a state healthcare plan

The management and affairs of the Premera Education Program Pool shall be managed by a Board of Directors composed of the superintendent of each District (or the superintendent's designee).

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Resolution 841-08-24-17 Interlocal Agreement with Premera Interlocal Pool.

Report prepared by:
Jim Brittain, Chief of Finance and Operations

Steilacoom Historical School District No. 1

511 Chambers

Steilacoom, WA 98388

RESOLUTION NO. 841-08-24-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT RESTATING THE DISTRICT'S AGREEMENT IN CONNECTION WITH THE PURCHASE OF HEALTH CARE AND/OR OTHER INSURANCE FOR THE DISTRICT'S EMPLOYEES AND THEIR DEPENDENTS; CONFIRMING AND RATIFYING ACTIONS TAKEN BY THE DISTRICT WITH RESPECT TO THE PURCHASE OF HEALTH CARE AND/OR OTHER INSURANCE; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

**STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
Pierce County, Washington**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, as follows:

WHEREAS, Steilacoom Historical School District NO. 1, Pierce County, Washington (the "District"), is a first-class school district duly organized and existing under and by virtue of the Constitution and the laws of the state of Washington (the "State") now in effect;

WHEREAS, the Board of Directors (the "Board") of the District is authorized by RCW 28A.400.350 to purchase health care and/or other insurance for District employees and their dependents, among others;

WHEREAS, chapter 39.34 RCW authorizes two or more State public agencies, including the District, to jointly exercise any power or privilege which may be independently exercised by such public agency;

WHEREAS, RCW 28A.320.080 authorizes school districts in the State to form a joint purchasing agency for the purpose of purchasing supplies, equipment and services;

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED, as follows:

Section 1. The Board hereby determines that it is in the District's best interests to purchase health care and/or other insurance for the benefits of District employees and their dependents, among others.

Section 2. The Board has determined that the most cost-effective way to purchase such insurance is to enter into an interlocal agreement pursuant to chapter 39.34 RCW with other school districts in the State.

Section 3. The Board hereby approves the interlocal agreement attached hereto as Exhibit "A" (the "Interlocal Agreement") and authorizes the Secretary to the Board to execute the Interlocal Agreement.

Section 4. The Secretary to the Board is hereby directed to deliver and file a certified copy of the Interlocal Agreement with the Pierce County Auditor.

Section 5. All acts of the Board and officers and employees of the District with respect to the purchase of health care and/or other insurance, the execution and delivery of the Interlocal Agreement and the execution and delivery of any and all other documents related thereto or deemed necessary and desirable in connection with such transaction shall be and are hereby ratified, confirmed and approved.

Section 6. All prior resolutions of this Board or any parts thereof in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 7. This Resolution shall take effect immediately upon adoption.

ADOPTED AND APPROVED by the Board of Directors of Steilacoom Historical School District NO. 1, Pierce County, Washington, at a regular meeting thereof, held on August 24, 2017.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
Pierce County, Washington

Chair

Vice Chair

Director

Director

ATTEST:

Director

Secretary to the Board of Directors

(S E A L)

* * * * *

CERTIFICATE

I, Kathi Weight, Secretary to the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, hereby certify that the foregoing resolution is a full, true and correct copy of a resolution duly passed and adopted at a regular meeting of the Board of Directors of such District, duly held at the regular meeting place thereof on August 24, 2017, of which meeting all members of such Board had due notice, and at which a majority thereof was present; and that at such meeting such resolution was adopted by the following vote:

AYES, and in favor thereof:

NAYS:

ABSENT:

ABSTAIN:

I further certify that I have carefully compared the same with the original resolution on file and of record in my office; that such resolution is a full, true and correct copy of the original resolution adopted at such meeting; and that such resolution has not been amended, modified, or rescinded since the date of its adoption, and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 24th day of August, 2017.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
Pierce County, Washington

Secretary to the Board of Directors

(S E A L)

EXHIBIT “A”
COMPREHENSIVE SCHOOL POOL
INTERLOCAL AGREEMENT

This Interlocal Agreement (as may be amended from time to time, the “Interlocal Agreement”) creates an agreement to be entered into by the parties hereto in its entirety, and is entered into effective as of the date set forth below by and among the school districts that are parties hereto (each a “District” and collectively the “Districts”) pursuant to chapter 39.34 RCW (the “Interlocal Cooperation Act”) and has been authorized by the governing body of each District. Each District is a “public agency” as defined in the Interlocal Cooperation Act.

RECITALS

WHEREAS, each District is a school district duly organized and existing under and by virtue of the Constitution and the laws of the state of Washington (the “State”) now in effect;

WHEREAS, RCW 28A.400.350 authorizes each District to purchase health care insurance for such District’s employees and their dependents;

WHEREAS, the Interlocal Cooperation Act authorizes two or more State public agencies, including school districts, to jointly exercise any power or privilege which may be independently exercised by such public agency;

WHEREAS, RCW 28A.320.080 authorizes school districts in the State to form a joint purchasing agency for the purpose of purchasing supplies, equipment and services;

WHEREAS, each District desires to ratify and confirm the creation of a joint purchasing agency by interlocal agreement for the purpose of purchasing health care insurance for each Districts’ employees and their dependents;

NOW, THEREFORE, EACH DISTRICT HEREBY AGREES AS FOLLOWS:

Section 1. Creation and Purpose. The Districts hereby create the Washington Educational Program Pool as a joint purchasing agency for the purpose of selecting and purchasing health care and/or other insurance for persons for which each District is authorized to purchase such insurance as set forth in RCW 28A.400.350(1).

Section 2. Management. The affairs of the Washington Educational Program Pool shall be managed by a Board of Directors (the “Board”) composed of the superintendent of each District (or the superintendent’s designee). Unless otherwise specified herein, all decisions of the Board shall be by majority vote. The Board shall elect one of its members to serve as a “Chair” to execute documents and otherwise act on its behalf, provided that the chair shall take no action without first obtaining Board approval. The board shall conduct at least one annual meeting.

Section 3. Powers. The Washington Educational Program Pool is authorized to survey available health care and/or other insurance options and, upon Board approval, to execute an agreement to make available to each District the provision of certain insurance policies (the “Insurance Agreement”). Each District may elect to participate or not participate in any health care and/or other insurance policy made available through the Insurance Agreement for all or a portion of its employees. Each participating District shall execute a separate written agreement with insurer whereby it agrees to abide by the terms and conditions of the Insurance Agreement and any such policy. Each participating District shall be solely responsible for the

payment of any premium or other amount attributable to such District's participation in the Insurance Agreement and any such policy, whether such payments are made to Washington Educational Program Pool or to the insurance provider.

Section 4. Termination, Withdrawal and Dissolution. This Agreement shall remain in full force and effect for so long as two or more Districts remain a party hereto. Due to the Washington Educational Program Pool's need to competitively price and market the plans from time to time, any District that wishes to withdraw from this Agreement must supply an "intent to leave" notice to all Districts within the pool by registering with the General Agent no later than 90 days prior to termination. Notice must be sent to both authorized General Agents of the pool:

Alliant Insurance Services
ATTN: Mark Patrick/Paul Belles
818 West Riverside Ave Suite 800
Spokane Wa 99201

The Partners Group
ATTN: Mark Rose/Gus Kiss
11225 SE 6th St. Suite 110
Bellevue, Wa 98004

Once this notice has been sent to the Interlocal's General Agent this District will no longer be eligible for any plan year surplus share for the next year's premium offset even if said District remains in the Insurance Agreement. If the District maintains affiliation with the pool then the District will be fully eligible for future premium offsets. Receipt of the notice does not require the District to terminate affiliation with the Washington Educational Program Pool.

Any participating District may withdraw from this Interlocal Agreement or from participation in the Insurance Agreement by providing 60 days advance written notice, provided that such withdrawal is consistent with the terms of the withdrawing District's separate agreement to abide by the terms of the Insurance Agreement (including any restriction on the timing of such withdrawal).

Section 5: Finances and Budget. The Washington Educational Program Pool may accept such funds as each District agrees to contribute. To the extent such funds are contributed, they shall be deposited into a special fund with the Treasurer of Pierce County, designated as the "Comprehensive School Pool Operating Fund." Such funds shall be expended in accordance with an annual budget prepared by the Chair and approved by the Board.

Section 6: Filing of Interlocal Agreement. The Washington Educational Program Pool shall cause this Interlocal Agreement and any amendment thereto to be filed with the County Auditor of any county in which a District is located.

Section 7: Miscellaneous Provisions.

A. Amendment and Joinder. This Interlocal Agreement may be amended by the written consent of a majority of the parties hereto. A school district in the State other than the Districts may be joined as a party to this Interlocal Agreement after the effective date of this Interlocal Agreement with the approval of a majority of the Board. Any school district that is so added will do so by executing such document(s) as the Chair deems necessary to evidence such school district's agreement to be bound by the terms and conditions of this Interlocal Agreement.

B. Audits. Each District agrees to comply with audit procedures, as established under this Interlocal Agreement or State Auditor to assure compliance with this Interlocal Agreement and state and federal law.

C. Confidentiality. Each District agrees to keep confidential any records generated under this Interlocal Agreement to the extent permitted by law.

D. Dispute Resolution. As a condition to pursuing relief in a court of law, any District that has a disagreement with any action taken under this Interlocal Agreement shall comply with such internal dispute resolution mechanism as the Board shall adopt.

E. Assignment. No District may assign its rights or delegate its performance hereunder to any person or entity without the prior written consent of the Board.

F. Entire Agreement. Except as expressly stated herein, this Interlocal Agreement constitutes the entire agreement with respect to the subject matter hereof and there are no other agreements, written or oral, relating to the subject matter hereof.

G. Notices. All notices shall be properly given only if made in writing and either delivered personally, or deposited in the United States Mail, certified or registered, with postage prepaid and addressed as set forth in the respective addresses designated below, or in each case, to such other person or addresses as from time to time may be specified in writing. Notices shall be deemed received at the earliest of actual receipt or five business days following mailing. Notices by facsimile that are followed up with mail shall be deemed to be received on the date of receipt of the facsimile, if during normal business hours.

H. Authorization to Sign. Each District warrants that it has the power and authorization to execute this Interlocal Agreement and any other documents executed pursuant to this Interlocal Agreement.

I. Severability. If any provision of this Interlocal Agreement shall be invalid, unenforceable or contrary to applicable law, the remainder of this Interlocal Agreement, or the application of such provision to persons or circumstances other than those to which it is held invalid, unenforceable or contrary to applicable law, shall not be affected thereby and shall continue in full force and effect.

J. No Third Party Beneficiaries. Each District agrees that there are no third party beneficiaries to this Interlocal Agreement. It is intended for the sole benefit of the Districts only.

K. Governing Law and Venue. The laws of the State shall govern the construction and interpretation of this Interlocal Agreement and venue shall be in Spokane County, Washington for any arbitration, action or proceeding relating to this Interlocal Agreement.

L. Roberts Rules of Order. The rules contained in the most recent edition of *Robert's Rules of Order Newly Revised* shall govern all meetings of the Board conducted under the authority of this Interlocal Agreement.

M. Headings. The headings of sections in this Interlocal Agreement are for the convenience of the reader and do not constitute a part of this Interlocal Agreement.

[Signature page follows]

IN WITNESS WHEREOF, each of the Districts has entered into this Interlocal Agreement as of August 24, 2017.

By: Superintendent
Steilacoom Historical School District No. 1
Pierce County, Washington

Steilacoom Historical School District Surplus Form

Information Technology

Description	Brand	Model	Quantity
Computer	Dell	DHP	3
Computer	HP	8200 Elite	29
Computer	HP	Z220	35
Computer	HP	6200 Pro SFF	124
			Total
			191
Document Camera	Avervision	3000AF+	1
			Total
			1
Laptops	Probook 4440s	HP	107
			Total
			107
Microphone	Telex	870553-44	1
			1
Monitor	Vicon	VM621-4	1
Monitor	Dell	19 in	1
Monitor	Compaq	S710	1
Monitor	Gateway	FPD1530	1
Monitor	HP	V221	35
Monitor	HP	LA2006x	1
Monitor	HP	LE1711	34
Monitor	HP	LE1191	119
			Total
			193
Printer	HP	Laserjet 6P	1
Printer	HP	Laserjet 1300	1
Printer	HP	Laserjet 1022	2
Printer	Kyocera	FS-4000	2
			Total
			6

IT Signature

[Signature]

Date

8-3-17

Administrator Signature

[Signature]

Date

8/3/17

Steilacoom Historical School District Surplus Form

Information Technology

Scanner	HP	I1957A	1
			Total
			1
Smartboard		SB680	1
			Total
			1
Speaker	Telex	870552	1
			Total
			1
Switch	SMC Networks	EZNET-16SW	1
Switch	SMC Networks	SMCGS24C-Smart	1
Switch	SMC Networks	SMC6624M 1 US	6
			Total
			8
Tape Deck	Yamaha	KX-W421	1
			Total
			1
TV	Zenith	H3247DT	1
			Total
			1
VCR	Emerson	VP682	1
			Total
			1

IT Signature

A. F. Mgr

Date

8-3-17

Administrator Signature

[Signature]

Date

8/3/17

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 8-24-17						
Name	Position	FTE	Location	Effective Date	Action	Comment
Wong Rebecca	Teacher	1.00	Saltar's Point	7/25/2017	Resignation	
Hamilton Michelle	Teacher	1.00	Saltar's Point	8/31/2017	New Hire	
Birbeck Laura	Teacher	1.00	Saltar's Point	8/31/2017	New Hire	
VanWyhe Gabriel	Teacher	1.00	High School	8/31/2017	New Hire	
Johnson Peter	Teacher	1.00	High School	7/24/2017	Resignation	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 8-24-17						
Name	Position	Hours	Location	Effective Date	Action	Comment
Hall Paige	Paraeducator	6.50	High School	8/4/2017	Resignation	
Burley Kathrine	Paraeducator	6.50	Saltar's Point	8/4/2017	Resignation	
Brownell Jennifer	Payroll Clerk	8.00	District Office	8/31/2017	Resignation	
Plum Emily	Library Tech	4.50	High School	8/31/2017	New Hire	

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

Personnel Report 8-24 -17					
Name	Position	Location	Effective Date	Amount	Comment
MCDONALD, JODY D	ANIME CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
WUSTERBARTH, GARY A	APEX COORDINATOR	HIGH SCHOOL	8/31/2017	2,400.00	
KELLER, AIRICA C	ART CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
REDMAN, KATHERINE J	ASB ADVISOR	HIGH SCHOOL	8/31/2017	4,500.00	
CLAPP, NANCY M	ASL CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
VEGH, MATTHEW BENJAMIN	BAND	HIGH SCHOOL	8/31/2017	4,500.00	
LITT, TERESA ANN	BOOK CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
ECK, KASEY LEIGH	CHOIR	HIGH SCHOOL	8/31/2017	4,500.00	
BOCHENEK, KELSEY NOELLE	CLASS ADVISOR	HIGH SCHOOL	8/31/2017	2,400.00	
CLAPP, NANCY M	CLASS ADVISOR	HIGH SCHOOL	8/31/2017	2,400.00	
SORTORE, PATRICIA R	CLASS ADVISOR	HIGH SCHOOL	8/31/2017	2,400.00	
WEYHRAUCH, BRENDA JO BENNETT	CLASS ADVISOR	HIGH SCHOOL	8/31/2017	2,400.00	
ROBERTSON, DAVID H	CROSS COUNTRY ASSISTANT COACH	HIGH SCHOOL	8/21/2017	3,038.25	
LANGE, JENNIFER DETZI	CROSS COUNTRY HEAD COACH	HIGH SCHOOL	8/21/2017	4,051.00	
HAYDEN, CHRISTINA MARIE	DECA	HIGH SCHOOL	8/31/2017	2,400.00	
BOCHENEK, KELSEY NOELLE	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
EASTMAN, KATHLEEN A	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
SCHULTZ-BRACE, KERI LYNN	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
STUTZ, MIGUEL E	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
WUSTERBARTH, GARY A	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
ZIMMERMAN, CHRISTINA MARIE	DEPT CHAIR	HIGH SCHOOL	8/31/2017	2,500.00	
HAYDEN, CHRISTINA MARIE	DRAMA PRODUCTION 1	HIGH SCHOOL	8/31/2017	2,400.00	
HAYDEN, CHRISTINA MARIE	DRAMA PRODUCTION 2	HIGH SCHOOL	8/31/2017	2,400.00	
RODDAN, KARI ANN	FCCLA CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
JELLISON, ELISABETH J	FFA CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
BONALDO, DEREK PATRICK	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	4,352.63	
CHACHERE, SEDRICK C	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	4,352.63	
KOUBELE, NICHOLAS ADDISON	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	4,352.63	
CRAWFORD, ANTHONY DRUVIELL	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	4,626.00	

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

MCDONALD, MICHAEL J	FOOTBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	4,626.00	
LANE, RICHARD BUD	FOOTBALL HEAD COACH	HIGH SCHOOL	8/16/2017	6,168.00	
CLARK, MICHAEL R	GOLF BOYS HEAD COACH	HIGH SCHOOL	8/21/2017	4,051.00	
FORD, JOHN ARTHUR	GOLF GIRLS HEAD COACH	HIGH SCHOOL	8/21/2017	4,051.00	
ANDERSON, ERIN RUTH	HONOR SOCIETY	HIGH SCHOOL	8/31/2017	2,400.00	
CLAPP, NANCY M	KEY CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
ZIMMERMAN, CHRISTINA MARIE	KEY CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
ANDERSON, ERIN RUTH	MATH CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
ALBERT, ROYCE F	MODEL UN CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
BRADBURY JR, THOMAS A	NEWSPAPER CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
RENNER, NATHAN S	SOCCER GIRLS ASSISTANT COACH	HIGH SCHOOL	8/21/2017	3,335.81	
PICKETT, TAYLOR WILLIAM	SOCCER GIRLS HEAD COACH	HIGH SCHOOL	8/21/2017	4,841.50	
ALBERT, ROYCE F	S2S	HIGH SCHOOL	8/31/2017	2,400.00	
CUNNINGHAM, AMANDA V	SWIM GIRLS ASSISTANT COACH	HIGH SCHOOL	8/21/2017	3,478.13	
CASEY, KATHRINE J	SWIM GIRLS HEAD COACH	HIGH SCHOOL	8/21/2017	4,930.00	
JONES, CARL	TECH STUDENT ASSOC CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
BETHMAN, KURT VON	TENNIS BOYS ASSISTANT COACH	HIGH SCHOOL	8/21/2017	1,783.31	shared stipend
MAGAWAY, ALAN	TENNIS BOYS ASSISTANT COACH	HIGH SCHOOL	8/21/2017	1,783.31	shared stipend
MANNING, ERNEST W	TENNIS BOYS HEAD COACH	HIGH SCHOOL	8/21/2017	4,755.50	
JACKSON, JASMINE L	VOLLEYBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	3,404.44	
LARUE, HAILEY HANNAH	VOLLEYBALL ASSISTANT COACH	HIGH SCHOOL	8/21/2017	3,404.44	
SUEK, BLAIR LOUISE	VOLLEYBALL HEAD COACH	HIGH SCHOOL	8/21/2017	4,921.50	
ANDERSON, ERIN RUTH	YOUTH MENTORSHIP CLUB	HIGH SCHOOL	8/31/2017	2,400.00	
KALLAY, ZELMA RAY	ART CLUB	PIONEER	8/31/2017	2,400.00	
BROWN-JOLLY, MYRANDA ARLINE	ASB ADVISOR	PIONEER	8/31/2017	2,500.00	
STOUT, JENESSA KELLY	BAND	PIONEER	8/31/2017	2,500.00	
MCAVOY, ROBERT AMES	BASEBALL ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
HAYES, BRUCE DELEKLI	BASEBALL HEAD COACH	PIONEER	3/29/2018	4,235.00	
MARTIN, MICHAEL SEAN	BASKETBALL BOYS ASSISTANT COACH	PIONEER	1/29/2018	3,176.25	
MCJUNKINS, MICHAEL STEVEN	BASKETBALL BOYS ASSISTANT COACH	PIONEER	1/29/2018	3,176.25	
RUFFIN, ARMAND GALEN	BASKETBALL BOYS HEAD COACH	PIONEER	1/29/2018	4,235.00	

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

MCJUNKINS, TRINA	BASKETBALL GIRLS ASSISTANT COACH	PIONEER	11/13/2017	3,176.25	
RUFFIN, ARMAND GALEN	BASKETBALL GIRLS ASSISTANT COACH	PIONEER	11/13/2017	3,176.25	
GIDLEY, AMANDA JOANN	BASKETBALL GIRLS HEAD COACH	PIONEER	11/13/2017	4,235.00	
MCJUNKINS, TRINA	BUILDERS CLUB	PIONEER	8/31/2017	2,400.00	
ELSHIRE, KATHERINE BETH	CHOIR	PIONEER	8/31/2017	2,500.00	
RASCHKE, RAGAN LEIGH	DANCE HEAD COACH	PIONEER	8/31/2017	4,235.00	
MARTIN, MICHAEL SEAN	DEPT CHAIR	PIONEER	8/31/2017	2,000.00	
MCJUNKINS, TRINA	DEPT CHAIR	PIONEER	8/31/2017	2,000.00	
PARR, KAREN LOUISE	DEPT CHAIR	PIONEER	8/31/2017	2,000.00	
PERCEFULL, SAMANTHA CRISTEL B	DEPT CHAIR	PIONEER	8/31/2017	2,000.00	
STEWART, CATHRYN MICHELLE	DEPT CHAIR	PIONEER	8/31/2017	2,000.00	
MILTON, ANDREW K	DRAMA	PIONEER	8/31/2017	2,400.00	
MCJUNKINS, TRINA	FASTPITCH ASSISTANT COACH	PIONEER	8/29/2017	3,176.25	
GIDLEY, AMANDA JOANN	FASTPITCH HEAD COACH	PIONEER	8/29/2017	4,235.00	
BLANCHARD, STANLEY JOHN	FOOTBALL ASSISTANT COACH	PIONEER	8/29/2017	3,176.25	
MARTIN, MICHAEL SEAN	FOOTBALL ASSISTANT COACH	PIONEER	8/29/2017	3,176.25	
RUFFIN, ARMAND GALEN	FOOTBALL ASSISTANT COACH	PIONEER	8/29/2017	3,176.25	
HALLER, KYLE WANNER	FOOTBALL HEAD COACH	PIONEER	8/29/2017	4,235.00	
NIXON, JULIE MARIE	GAME CLUB	PIONEER	8/31/2017	2,400.00	
DEAN, HEATHER NOEL	GSA CLUB	PIONEER	8/31/2017	2,400.00	
BYRD, MEGAN MARIE	SOCCER GIRLS ASSISTANT COACH	PIONEER	1/29/2018	3,176.25	
NIERMAN, TISHANGELA ARTELL	SOCCER GIRLS ASSISTANT COACH	PIONEER	1/29/2018	3,176.25	
HALLER, KYLE WANNER	SOCCER GIRLS HEAD COACH	PIONEER	1/29/2018	4,235.00	
HARRIS, CHARM GENETTE	JS2S	PIONEER	8/31/2017	2,400.00	
MCJUNKINS, MICHAEL STEVEN	TRACK BOYS ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
RUFFIN, ARMAND GALEN	TRACK BOYS HEAD COACH	PIONEER	3/29/2018	4,235.00	
MCJUNKINS, TRINA	TRACK GIRLS ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
PATTERSON, JOSEPHINE LORAINE	TRACK GIRLS ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
DUENAS, CLAUDIA	VOLLEYBALL ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
RASCHKE, RAGAN LEIGH	VOLLEYBALL ASSISTANT COACH	PIONEER	3/29/2018	3,176.25	
HALLER, KYLE WANNER	VOLLEYBALL HEAD COACH	PIONEER	3/29/2018	4,235.00	

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

MCAVOY, ROBERT AMES	WRESTLING ASSISTANT COACH	PIONEER	11/13/2017	3,176.25	
GOLLE, JONATHAN	WRESTLING HEAD COACH	PIONEER	11/13/2017	4,235.00	
MORIYAMA-YODER, JOY S	YEARBOOK	PIONEER	8/31/2017	2,400.00	

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☐ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

Approval of Resolution 842-08-24-17 2017-2018 School Year Budget

A public hearing was advertised and held on July 27, 2017, at the Steilacoom High School Library, for public comment on the 2017-2018 school year draft budget. Copies of the draft budget were made available for public review and comment.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Resolution 842-08-24-17 Budget Adoption for the 2017-2018 School Year.

Report prepared by:
Jim Brittain, Chief of Finance and Operations

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

Resolution 842-08-24-17
BUDGET ADOPTION 2017-2018 SCHOOL YEAR

WHEREAS, WAC 392-123-054 requires that the Board of Directors of every school district meet for the purpose of adopting the budget of the district for the ensuing fiscal year, and

WHEREAS, pursuant to RCW 28A.150.270 and WAC 392-121-445, the Board of Directors is executing a resolution as part of this budget for approving an operating transfer, a redirection of apportionment, from the General Fund to the Capital Projects Fund in the amount of \$100,000, and

WHEREAS, the Board of Directors execute a resolution as part of this budget for setting the excess levies for the calendar year 2018, as follows:

A. Maintenance and Operations	\$7,380,250
B. Debt Service Fund	\$7,400,000

THEREFORE, BE IT RESOLVED the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington, has determined that the final appropriation level of expenditures for each fund in fiscal 2017-2018 will be as follows:

A. General Fund	\$40,509,700
B. Capital Projects Fund	\$ 2,945,000
C. Debt Service Fund	\$ 6,906,250
D. Associated Student Body Fund	\$ 723,700
E. Transportation Vehicle Fund	\$ 10,000

Approved by the Board of Directors of Steilacoom Historical School District No. 1, Pierce County, Washington during a regularly scheduled meeting on the 24th day of August 2017.

BY: _____
Chair

Vice-Chair

ATTEST:

Kathi Weight, Superintendent
Secretary to the Board

2017- 2018 DRAFT

District and Board Goals

- o Continue development of Long-Range Capital Facilities Plan (LRCFP).
- o Create and launch 2018 Strategic Plan.
- o Continue focus on safety and security in alignment with comprehensive analysis from site assessments.
- o Refine district Communications Plan.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☒ Safety, Service and Support
- ☐ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

Second Reading of Policy 1210 Annual Organizational Meeting

- Minor suggested changes since the first reading

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 1210.

Report prepared by:
Kathi Weight, Superintendent

ANNUAL ORGANIZATIONAL MEETING, ELECTION OF OFFICERS

At the first regular meeting when newly- elected board members are seated in election years and at the first regular meeting in December for non-election years, , the board will elect from among its members a chair and a vice chair to serve one-year terms. A newly appointed board member will not be eligible to serve as an officer unless a majority of the board has been appointed.

If a board member is unable to continue to serve as an officer, a replacement will be elected immediately. In the absence of both the chair and the vice chair, the board will elect a chair pro tempore who will perform the functions of the chair during the latter's absence. The superintendent will act as board secretary and perform all the duties as outlined by law. In order to provide a record of the proceedings of each meeting of the board, the superintendent will appoint a recording secretary of the board.

A WSSDA legislative representative will be elected to serve a two-year term.

The normal order of business shall be modified for the annual organizational meeting by considering the following matters, after the approval of the minutes of the previous meeting:

- A. Welcome and introduction of newly elected board members by the chair.
- B. Call for nominations for chair to serve during the ensuing year.
- C. Election of a chair (roll call vote).
- D. Assumption of office by the new chair.
- E. Call for nominations for vice chair to serve during the ensuing year.
- F. Election of a vice chair (roll call vote).
- G. *(If applicable)* Call for nominations for *WSSDA legislative representative* to serve for the next two years; and
- H. Election of a *WSSDA legislative representative*.

Policies will continue from year to year and board to board until and unless the board changes them.

Cross References: 1225 – School Director Legislative Program

Legal References:	RCW 28A.330.010	Board president, vice-president — Secretary
	RCW 28A.330.020	Certain board elections, manner and vote required Selection of personnel, manner
	RCW 28A.330.050	Duties of superintendent as secretary
	RCW 28A.400.030	Superintendent Duties
	RCW 29.A.60.280	Local elected officials, commencement of term of office

Management Resources: 2017 – April Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 4.23.08, 12.1.10. 5.25.11; 8.24.17

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☒ Safety, Service and Support
- ☐ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

Second Reading of Policy 1220 Board Officers and Duties of Board Members

- Minor suggested changes since the first reading.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 1220.

Report prepared by:
Kathi Weight, Superintendent

BOARD OFFICERS AND DUTIES OF BOARD MEMBERS

Chair/President

The chair presides at all meetings of the board and sign all papers and documents as required by law or as authorized by action of the board. The chair conducts the meetings in the manner prescribed by the board's policies. The chair has the full right to participate in all aspects of board action without relinquishing the chair, including the right to vote on all matters put to a vote.

It is the responsibility of the board chair to manage the board's deliberation so that it will be clear, concise, and directed to the issue at hand; to summarize discussion and/or action before moving on to the next agenda item; and to generally manage the meeting so that the agenda is treated in an expeditious manner.

The chair will be the official recipient of correspondence directed to the board and will provide, or cause to be provided to other board members and the superintendent, copies of the correspondence received on behalf of the board.

The chair is authorized to consult with the superintendent on issues such as board meeting, study session and board retreat planning prior to presentation to the full board and perform tasks to facilitate board meetings.

In dealing with the media and the public in general, the chair or his/her designee will serve as the spokesperson of the board. The chair is authorized to report and discuss those actions which have been taken and those decisions made by the board as a body. The chair will avoid speculating upon actions or decisions which the board may take but has not yet taken.

Officers of the Board: Vice Chair/President

The vice chair will preside at board meetings in the absence of the chair and will perform all of the duties of the president in case of his/her absence or disability.

Legislative Representative

The legislative representative serves as the board's liaison with the Washington State School Directors' Association (WSSDA) on legislative issues. The legislative representative will represent the board at WSSDA's Legislative Assembly, conveying local views and concerns to that body and, when appropriate, obtaining their board's support for a legislative proposal to be submitted to the Assembly and supporting it at the Assembly. The legislative representative will monitor proposed school legislation, and provide legislative updates periodically at board meetings. Additionally, he/she will build relationships with local policy makers regarding WSSDA's legislative positions and priorities.

Duties of Individual Board Members

The authority of individual board members is limited to participating in actions taken by the board as a whole when legally in session. Board members will not assume responsibilities of administrators or other staff members. The board or staff will not be bound in any way by any

action taken or statement made by any individual board member except when such statement or action is pursuant to specific instructions and official action taken by the board.

Each board member will review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item.

Each member is obligated to attend board meetings regularly. Whenever possible, each director will give advance notice to the chair or superintendent of his/her inability to attend a board meeting. A majority of the board may excuse a director's absence from a meeting if requested to do so. The board may declare a board member's position vacant after four consecutive unexcused absences from regular board meetings.

Cross References: 1225 – School Director Legislative Program
1450 – Absence of a Board Member

Legal References: RCW 28A.343.390 Quorum — Failure to attend meetings
RCW 28A.330.030 Duties of president
RCW 28A.330.080 Payment of Claims — Signing of warrants
RCW 28A.330.200 Organization of the board — Assumption of
superintendent's duties by board member,
when
RCW 28A.330.040 Duties of vice-president

Management Resources: 2017 – April Issue

Policy News, December 2007 Role of the School Board President

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 4.23.08; 8.24.17
Reviewed: 4.30.11

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☒ Safety, Service and Support
- ☐ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

Second Reading of Policy 1225 School Director Legislative Program

- No changes since the first reading.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 1225.

Report prepared by:
Kathi Weight, Superintendent

SCHOOL DIRECTOR LEGISLATIVE PROGRAM

The board will represent the district's interests in legislative action to promote the welfare of public education in the state of Washington or will direct those interests to be represented through its executive officer, the superintendent or designee.

As a public entity, the board must operate within the bounds of state and federal laws affecting public education. To effectively meet these responsibilities to the public and students of the district, the board will work vigorously for the passage of new laws designed to advance the cause of effective schools and for the repeal or modification of existing laws that impede this cause. The board also supports a legislative program that fosters the maintenance of local control in decision making and governance within the district.

To achieve these goals, the board will periodically study, discuss and weigh the merits of pending legislation for the purpose of establishing its official position through board action. When established, these official positions will be the position of the district in the legislative process.

Board Legislative Activities

The board will:

- A. Designate one of its members to serve as legislative representative with the Washington State School Directors' Association (WSSDA);
- B. Develop an annual legislative program through conferences with the WSSDA and the National School Boards Association;
- C. Support and work for legislation that promotes the quality of education within the Steilacoom Historical School District, the region and the state of Washington;
- D. Commit to sending a team to the WSSDA/WASA Legislative Conference held each February;
- E. Stay informed of pending legislation and actively communicate concerns and make its position known to elected representatives at both the state and national levels by regular contact with their legislators in-district, in Olympia and in Washington D.C.;
- F. Seek adequate funding for schools and full funding for state and federally mandated programs;
- G. Set aside board meeting time to discuss legislative issues, using resources such as WSSDA's Legislative Updates;

- H. Respond appropriately to requests for legislative proposals, comments on legislative proposals, and development of priority positions;
- I. Ensure that local media representatives and legislators are invited to board meetings and school activities;
- J. Work for the achievement of common legislative objectives with WSSDA and with other concerned groups; and
- K. Inform the public of its legislative priorities and outcomes of its legislative efforts. Board members, individually or as members of professional organizations, will not represent positions conflicting with the district's positions on legislative matters unless it is made clear that such representation is not the official position of the district.

WSSDA Legislative Representative

The board's WSSDA legislative representative serves as the contact person and acts as the coordinator of the board's legislative activities. The legislative representative also serves as the board's liaison at the WSSDA Legislative Assembly. The legislative representative will be elected from among its members at the first regular meeting in even-numbered years and will serve for a period of two years. The legislative representative will:

- A. Support the board's engagement and participation in WSSDA's annual legislative program. This includes:
 - 1. Reviewing WSSDA legislative proposals with the board prior to WSSDA's annual Legislative Assembly.
 - 2. When appropriate, obtaining the board's support for a legislative proposal to be submitted to the WSSDA Legislative Assembly and supporting that proposal at the Assembly; and
 - 3. Representing the board at state legislative meetings (e.g., the Legislative Assembly, the Olympia Legislative Conference and any area or regional workshops).
- B. Stay apprised of and initiate communications regarding state and federal educational policy and legislative issues/developments by:
 - 1. Providing legislative updates periodically at board meetings and during the Legislative Session sharing information from WSSDA's legislative updates; and
 - 2. Contacting legislators at appropriate times when legislative issues require it.
- C. Establish and /or maintain contacts with local legislators, community education stakeholder groups, and the local press in order to explain or clarify WSSDA positions on legislative issues.

Cross References:	1210 – Annual Organizational Meeting 1220 - Board Officers and Duties of Board Members
Legal References:	Chapter 28A.345 RCW Washington State School Directors’ Association
Management Resources:	2017 – April Issue 2009 - August Issue

Adoption Date: 2.24.16
Revision Date: 8.24.17
Steilacoom Historical School District No. 1

Steilacoom Historical School District

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

DATE: August 24, 2017

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


James E. Brittain, CPA, Executive Director of Finance & Operations

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

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
GENERAL FUND:					
July 15, 2017	Accounts Payable		to		
	Payroll	800774	to	800777	\$ 7,323.09
	Payroll A/P	122078	to	122102	\$ 671,292.33
	Payroll Taxes				\$ 396,179.55
	Direct Deposit				\$ 1,077,238.49
July 25, 2017	Accounts Payable	122076	to	122076	\$ 2,897.20
July 26, 2017	Accounts Payable	122077	to	122077	\$ 50,616.18
July 27, 2017	Accounts Payable	122103	to	122121	\$ 71,167.92
July 26, 2017	Accounts Payable	122122	to	122122	\$ 7,114.19
August 4, 2017	Accounts Payable	122123	to	122136	\$ 282.75
August 4, 2017	Accounts Payable	122137	to	122145	\$ 24,971.48
August 4, 2017	Accounts Payable	122146	to	122176	\$ 216,542.73
August 7, 2017	Accounts Payable	122177	to	122177	\$ 2,508.06
August 11, 2017	Accounts Payable	122178	to	122188	\$ 112.70
August 11, 2017	Accounts Payable	122189	to	122195	\$ 30,605.85
August 11, 2017	Accounts Payable	122196	to	122217	\$ 311,356.86
August 11, 2017	Accounts Payable	122218	to	122218	\$ 1,213.30
August 11, 2017	Accounts Payable	122219	to	122219	\$ 912.00
August 18, 2017	Accounts Payable	122220	to	122247	\$ 52,161.29
August 18, 2017	Accounts Payable	122248	to	122249	\$ 4,975.00
TOTAL GENERAL FUND:					\$ 2,929,470.97

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$2,897.20. The payments are further identified in this document.

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

Warrant Numbers 122076 through 122076, totaling \$2,897.20

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122076	STEILACOOM HIST SCHOOL DIST #1	07/25/2017	CTAX11 20170724AAA	Comp Tax owed for Cash Account 11 through 06/30/2017	0	2,897.20	2,897.20
			1	Computer	Check(s) For a Total of		2,897.20

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	2,897.20
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	2,897.20
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,897.20

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$50,616.18. The payments are further identified in this document.

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

Warrant Numbers 122077 through 122077, totaling \$50,616.18

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name Vendor on Invoice	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122077	BMO HARRIS MASTERCARD	07/26/2017		CREDIT CARD PAYMENT CHECK			50,616.18
	BMO HARRIS MASTERCARD		PCGF7-400000	Credit Card Payment AP Invoice.	0	21,686.54	
	BMO HARRIS MASTERCARD		PCGF7-400001	Credit Card Payment AP Invoice.	0	25,073.36	
	BMO HARRIS MASTERCARD		PCGF7-400002	Credit Card Payment AP Invoice.	0	1,018.12	
	OFFICE DEPOT		PCGF7-400003	Credit Card Payment AP Invoice.	0	21.61	
	PREPAY, P-CARD		PCGF7-400004	Credit Card Payment AP Invoice.	0	2,555.85	
	PREPAY, P-CARD		PCGF7-400005	Credit Card Payment AP Invoice.	0	260.70	

1 Computer Check(s) For a Total of 50,616.18

	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	50,616.18
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	50,616.18
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	50,616.18

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$71,167.92. The payments are further identified in this document.

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

Warrant Numbers 122103 through 122121, totaling \$71,167.92

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
122103	ACE FIRE & SECURITY SYSTEMS	07/27/2017	1077199	Annual Fire Inspections District Wide	101617146	467.37	5,032.34
			1077209	Annual Fire Inspections District Wide	101617146	714.35	
			1077210	Annual Fire Inspections District Wide	101617146	901.73	
			1077264	Annual Fire Inspections District Wide	101617146	906.68	
			1077265	Annual Fire Inspections District Wide	101617146	263.76	
			1077266	Annual Fire Inspections District Wide	101617146	776.99	
			1077269	Annual Fire Inspections District Wide	101617146	508.25	
			1077369	Annual Fire Inspections District Wide	101617146	245.93	
			1077370	Annual Fire Inspections District Wide	101617146	247.28	
122104	CITY OF TACOMA - TACOMA PUBLIC	07/27/2017	100683154	SHS READER BOARD SIGN UTILITIES FY 2016-17 OPEN PO	81617053	76.90	76.90
122105	FRANKLIN PIERCE SCHOOLS	07/27/2017	8880000249	Tuition for Sped students served by Franklin	91617018	12,885.00	12,885.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122106	GRAINGER	07/27/2017	9501826821	Pierce Schools. OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	48.75	5,217.34
			9505762717	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	5,168.59	
122107	GREER, SUSAN FLEMING	07/27/2017	MLG REIM 071717	PRINCIPAL LEADERSHIP ACADEMY MILEAGE	0	79.18	79.18
122108	HARVEY, PAUL JONATHAN	07/27/2017	TRVL REIM 071117	TRAVEL CONFERENCE - CANADIAN ADMIN	0	380.38	380.38
122109	HERITAGE FOOD SERVICE GROUP, I	07/27/2017	0004355212-IN	OPEN PURCHASE ORDER 2016-2017 FOR KITCHEN PARTS	101617116	236.68	236.68
122110	HOME DEPOT CREDIT SERVICES	07/27/2017	3023821	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617016	538.39	604.53
			3023856	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617016	66.14	
122111	HONEY BUCKET	07/27/2017	0550251097	STEILACOOM HIGH SCHOOL PORTABLE SANITATION UNIT SERVICE FEES FY 2016-17 OPEN PO	81617056	122.50	122.50
122112	HP, INC.	07/27/2017	6415306181	Open purchase order with HP for Laptop and Chromebook repair. For the 2016-17 school year	111617034	132.63	132.63
122113	IMMEDIA	07/27/2017	67867PA	STAFF POST CARD	0	110.50	110.50
122114	KCDA	07/27/2017	300175881	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617020	8.44	806.05
			300177658	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	1461617017	797.61	
122115	KEYBANK NATIONAL ASSOCIATION	07/27/2017	17060000201	ANALYSIS FEE OPEN PO FY 2016-17	81617078	2,482.55	2,482.55
122116	LAKEWOOD HARDWARE & PAINT	07/27/2017	515651	OPEN PO for Materials - 2016/2017	101617143	12.32	23.87
			516232	OPEN PO for Materials - 2016/2017	101617143	11.55	
122117	LONG BUILDING TECHNOLOGIES INC	07/27/2017	JC129372	SURVEILLANCE SYSTEM UPGRADE:	81617117	38,835.53	38,835.53

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SALTAR'S POINT ELEMENTARY AND STEILACOOM HIGH SCHOOL			
122118	NASCO MODESTO	07/27/2017	447114	e-Nasco: Title supplies	1461617016	54.38	54.38
122119	SCHENK, STEVEN M	07/27/2017	TRVL REIM 071717	WSSDA LEADERSHIP CONFERENCE	0	300.15	300.15
122120	WALTER E NELSON CO OF WESTERN	07/27/2017	606739	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	2,466.00	3,613.61
			606743	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	560.39	
			606758	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	65.94	
			606759	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	19.47	
			606760	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	16.49	
			606761	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	29.05	
			607434	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	392.31	
			607449	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	63.96	
122121	WELLS FARGO FINANCIAL LEASING	07/27/2017	5004077605	LEASE FOR COPIER SERIAL NO.S PQH9Z02826, QFU0902450, QZJ00X04668	81617115	173.80	173.80
19	Computer	Check(s) For a Total of					71,167.92

	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
	19	Computer	Checks For a Total of	71,167.92
Total For	19	Manual, Wire Tran, ACH & Computer	Checks	71,167.92
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	71,167.92

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$7,114.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 122122 through 122122, totaling \$7,114.19

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122122	TRUSTEED PLANS SERVICE CORP	07/26/2017	0093144-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	7,114.19	7,114.19

1	Computer	Check(s) For a Total of	7,114.19
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	7,114.19
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	7,114.19
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	7,114.19

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$112.70. The payments are further identified in this document.

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

Warrant Numbers 122178 through 122188, totaling \$112.70

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122178	BARBERA, JAMES	08/11/2017	FS 080317 AJB	FOOD SERVICE REFUND - ALEXANDER J BARBERA	0	8.25	8.25
122179	BUNGERT, DAVID	08/11/2017	FS 080317 HDB	FOOD SERVICE REFUND - HUNTER D BUNGERT	0	14.55	14.55
122180	DAVIS, KELLY	08/11/2017	FS 080317 RM	FOOD SERVICE REFUND - RILEY MCCARTY	0	8.59	8.59
122181	HANSON, MELISSA A	08/11/2017	FS 080317 DCS	FOOD SERVICE REFUND - DANIEL C HANSON	0	5.05	5.05
122182	JAMES, SARA	08/11/2017	FS 080317 CNJ	FOOD SERVICE REFUND - CAITLYN N JAMES	0	7.80	7.80
122183	JOHNSON, ERICA P	08/11/2017	FS 080317 JJ	FOOD SERVICE REFUND - JEFFREY JOHNSON	0	10.15	10.15
122184	JOHNS, MARY	08/11/2017	FS 080317 JOJ	FOOD SERVICE REFUND - JHENE O JOHNS	0	31.25	31.25
122185	PHAM, THO	08/11/2017	FS 080317 OP	FOOD SERVICE REFUND - OHANA PHAM	0	6.35	6.35
122186	RAMOS, EVELYN	08/11/2017	FS 080317 SC	FOOD SERVICE REFUND - STEVEN CASTRO	0	5.00	5.00
122187	TUCKER, LISA	08/11/2017	FS 080317 NT	FOOD SERVICE REFUND - NICHOLAS TUCKER	0	7.16	7.16
122188	VILCAHUAMAN, MARIA	08/11/2017	FS 080317 KBJ	FOOD SERVICE REFUND - KATHLEEN	0	8.55	8.55

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				B JULCA			
			11	Computer	Check(s) For a Total of		112.70

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	11	Computer	Checks For a Total of	112.70
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	112.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	112.70

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$282.75. The payments are further identified in this document.

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

Warrant Numbers 122123 through 122136, totaling \$282.75

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
122123	ADAMS, ELISA	08/04/2017	2016-17 FS JADAMS	FOOD SERVICE REFUND JOSEPH ADAMS	0	5.25	5.25
122124	BERNAL, IRMA	08/04/2017	LIBFEE 101758	REFUND LIBRARY FEE T140898 BOOK	0	23.00	23.00
122125	COSTELLO, KIMBERLY	08/04/2017	2016-17 FS KCOSTELLO	FOOD SERVICE REFUND SIDNEY AND ASHLEY COSTELLO, ISABELLE ADRABI	0	18.50	18.50
122126	HANSON, MARIA	08/04/2017	2016-17 FS MHANSON	FOOD SERVICE REFUND TYLER AND JOEL HANSON	0	36.35	36.35
122127	HUANG, ELSA	08/04/2017	2016-17 FS EHUANG	FOOD SERVICE REFUND ANNE WANG & FARRA TAI	0	26.70	26.70
122128	KINNISON, MARTIN	08/04/2017	2016-17 FS MKINNISON	FOOD SERVICE REFUND MADELINE AND MADDOX KINNISON	0	11.35	11.35
122129	KLEISNER, SUSAN	08/04/2017	2016-17 FS SKLEISNER	FOOD SERVICE REFUND LUKE, SAGE AND THEODORE KLEISNER	0	33.45	33.45
122130	MATTHEWS, SARAH	08/04/2017	2016-17 FS SMATTHEWS	FOOD SERVICE REFUND THOR AND CLAIRE MATTHEWS	0	7.30	7.30
122131	MURPHY, MICHAEL	08/04/2017	2016-17 FS M MURPHY	FOOD SERVICE REFUND CALEB, DAWSON, GRAHAM, RACHEL AND LUCA ORLANDI	0	53.35	53.35
122132	NEWMAN, CHRISTINA	08/04/2017	2016-17 FS CNEWMAN	FOOD SERVICE REFUND ANTHONY	0	19.90	19.90

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122133	RIVERA, BRIEMIR	08/04/2017	2016-17 FS BRIVERA	PHOONG, AHLENA AND ELIZABETH UNTHANK FOOD SERVICE REFUND YAHIR RIVERA	0	12.00	12.00
122134	SAN JOAQUIN, LIEZEL	08/04/2017	2016-17 FS LSJOAQUIN	FOOD SERVICE REFUND LIAM AND RANIELLE LAJARA	0	12.20	12.20
122135	STALLMAN, JEROME	08/04/2017	2016-17 FS JSTALLMAN	FOOD SERVICE REFUND CHANCE STALLMAN	0	9.50	9.50
122136	WISOR, SARAH	08/04/2017	2016-17 FS SWISOR	FOOD SERVICE REFUND IAN WILCOX	0	13.90	13.90
14	Computer	Check(s) For a Total of				282.75	

	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
	14	Computer	Checks For a Total of	282.75
Total For	14	Manual, Wire Tran, ACH & Computer	Checks	282.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	282.75

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$24,971.48. The payments are further identified in this document.

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

Warrant Numbers 122137 through 122145, totaling \$24,971.48

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
122137	CDW-G	08/04/2017	JKJ1104	ANDERSON ISLAND FIREWALL RENEWAL 2017-18:QUOTE #JBLV495	111718002	1,318.80	1,318.80
122138	HRM PLUS	08/04/2017	063017 JAS	ANNUAL HRMPLUS SOFTWARE/LICENSE SUPPORT FEE FOR OUR JOB APPLICATION SYSTEM 2017-18	181718002	4,588.33	8,956.86
			063017 PDS	ANNUAL HRMPLUS SOFTWARE/LICENSE SUPPORT FEE FOR OUR PROFESSIONAL DEVELOPMENT SYSTEM 2017-18	181718001	4,368.53	
122139	PEARSON EDUCATION INC.	08/04/2017	4025086161	PEARSON CURRICULUM ORDER FOR ELL - ORDERED BY SANDY LEE AND APPROVED BY PAUL HARVEY TO PAY FOR 2017-18	271718014	2,883.14	3,128.70
			7025681046	PEARSON CURRICULUM ORDER FOR ELL - ORDERED BY SANDY LEE AND APPROVED BY PAUL HARVEY TO PAY FOR 2017-18	271718013	245.56	
122140	PREMIER AGENDAS INC	08/04/2017	204500503124	Student Planners	1621718003	1,843.90	1,843.90
122141	PROFESSIONAL MEDIA GROUP, LLC.	08/04/2017	DALI0717068	Membership for Kathi Weight	281718001	2,507.50	2,507.50

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				District Administration Leadership Institute (DALI) for 2017-18 SY			
122142	RIDDELL / ALL AMERICAN SPORTS	08/04/2017	950302430	Revo Speed Classic Yth Helmet Part #41169 Helmet Shell Color: Green Bay Gold Face Mask Color: Black Helmet size 1	81718004	1,299.52	1,299.52
122143	SCHOOLDUDE.COM, INC.	08/04/2017	INV-10061	SCHOOL DUDE - FS Direct/Community Direct & Trip Direct for 2017-2018 SY	101718001	5,570.83	5,570.83
122144	TED BROWN MUSIC CO	08/04/2017	2576456	BAND INSTRUMENT REPAIR - TED BROWN	4311718001	70.37	70.37
122145	WASA REGION 111	08/04/2017	2017-2018 EXEC	WASA REGION #111 EXECUTIVE DUES FOR 2017-18	0	275.00	275.00
9	Computer			Check(s) For a Total of			24,971.48

	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
	9	Computer	Checks For a Total of	24,971.48
Total For	9	Manual, Wire Tran, ACH & Computer	Checks	24,971.48
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	24,971.48

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$216,542.73. The payments are further identified in this document.

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

Warrant Numbers 122146 through 122176, totaling \$216,542.73

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
122146	BUILDER'S HARDWARE & SUPPLY	08/04/2017	S3575614.001	OPEN PURCHASE ORDER 2016-2017 FOR HARDWARE SUPPLIES	101617006	31.54	31.54
122147	CDW-G	08/04/2017	JMW9834	security camera LCD screens	81617139	4,051.00	39,712.10
			JNK2934	security camera LCD screens	81617139	579.91	
122148	CENTURYLINK #78245209	08/04/2017	1414885003	CTE Pioneer PHONE SERVICES FOR ACCT #78245209 FY 2016-17	2371617037 81617069	35,081.19 359.91	359.91
122149	CENTURYLINK #206-Z25-0055-467B	08/04/2017	2062250055467 0717	PHONE SERVICES FOR ACCT #206-Z25-0055-467B FY 2016-17	81617068	2,766.26	2,766.26
122150	COMCAST	08/04/2017	55506344	DISTRICT WIDE NETWORK SERVICES FY 2016-17 OPEN PO	81617070	6,628.06	6,628.06
122151	DEPT OF LICENSING (WA STATE)	08/04/2017	0070741 0601-063017	OPEN PURCHASE ORDER 2016-2017 FOR DRIVERS ABSTRACTS FOR TYPE 2 LICENSES	101617024	52.00	52.00
122152	DEPT OF ENTERPRISE SERVICES (W	08/04/2017	84113239	LOCAL GOVERNMENT SELF INSURANCE 07/01/2017-12/31/2 017	0	700.00	700.00
122153	ELLISON, TABITHA MARIE	08/04/2017	TRVL REIM 072717	TEACCH TRAINING CHAPEL HILL 0709-071517	0	398.00	398.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122154	EVOLUTION DESIGN SYSTEMS, INC	08/04/2017	277730	PIONEER MIDDLE SCHOOL SUPPLIES	0	270.00	270.00
122155	FERGUSON ENTERPRISES, INC.	08/04/2017	5406770	OPEN PURCHASE ORDER FOR SUPPLIES 2016-2017	101617086	316.29	316.29
122156	FIRST STUDENT INC	08/04/2017	11367740	SCHOOL BUS TRANSPORTATION FY 2016-2017 OPEN PO	81617063	106,582.21	119,145.04
			11375400	SCHOOL BUS TRANSPORTATION FY 2016-2017 OPEN PO	81617063	12,562.83	
122157	FLAGS A' FLYING, LLC	08/04/2017	77408	FLAG POLE REPAIR @ Chloe Clark	101617140	598.31	598.31
122158	GRAINGER	08/04/2017	9509406337	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	5,168.60	5,326.86
			9509812823	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	158.26	
122159	HP, INC.	08/04/2017	6415333784	Open purchase order with HP for Laptop and Chromebook repair. For the 2016-17 school year	111617034	145.76	145.76
122160	IMMEDIA	08/04/2017	67915	5000 SHSD WINDOW ENVELOPES, 5000 SHSD REGULAR ENVELOPES	0	624.23	624.23
122161	J&I POWER EQUIPMENT INC	08/04/2017	386742	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617121	1,264.85	1,264.85
122162	KENT SCHOOL DISTRICT	08/04/2017	1700003512	Kent School District: Solution Tree Professional Development-CD	1461617022	2,500.00	2,500.00
122163	KYOCERA	08/04/2017	55T1022552	COPIER/PRINTER/MFP TOTAL SERVICES OPEN PO FOR DO, MAINT ,CC , PIO & SHS	81617026	450.03	450.03
122164	MILLER, MICHAEL J	08/04/2017	TRVL REIM 072617	ASWP/WASA ANNUAL CONFERENCE	0	504.86	504.86
122165	NORTHWEST CASCADE INC	08/04/2017	3073958	MAINTENANCE PLUMBING SERVICES 2016-17	0	293.73	1,665.42
			3073959	MAINTENANCE	0	293.73	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PLUMBING SERVICES			
				2016-17			
			3073960	MAINTENANCE	0	508.67	
				PLUMBING SERVICES			
				2016-17			
			3073961	MAINTENANCE	0	569.29	
				PLUMBING SERVICES			
				2016-17			
122166	PUGET SOUND ENERGY	08/04/2017	200008146082 0717	ELECTRICITY AND	81617065	86.17	1,364.64
				NATURAL GAS			
				UTILITIES FY			
				2016-17 OPEN PO			
			200018787412 0717	ELECTRICITY AND	81617065	1,207.77	
				NATURAL GAS			
				UTILITIES FY			
				2016-17 OPEN PO			
			200022057323 0717	ELECTRICITY AND	81617065	35.35	
				NATURAL GAS			
				UTILITIES FY			
				2016-17 OPEN PO			
			220005466069 0717	ELECTRICITY AND	81617065	35.35	
				NATURAL GAS			
				UTILITIES FY			
				2016-17 OPEN PO			
122167	QBSI	08/04/2017	2017-0711E	DISTRICT WIDE	81617121	155.49	1,550.69
				COPY PAPER AND			
				USAGE OPEN PO FY			
				2016-17			
			IN1282003	DISTRICT WIDE	81617121	129.35	
				COPY PAPER AND			
				USAGE OPEN PO FY			
				2016-17			
			IN1282004	DISTRICT WIDE	81617121	406.63	
				COPY PAPER AND			
				USAGE OPEN PO FY			
				2016-17			
			IN1282889	DISTRICT WIDE	81617121	304.87	
				COPY PAPER AND			
				USAGE OPEN PO FY			
				2016-17			
			IN1283483	DISTRICT WIDE	81617121	554.35	
				COPY PAPER AND			
				USAGE OPEN PO FY			
				2016-17			
122168	RAINY DAY EXTERIORS	08/04/2017	072517 RDE	REPAIR RAISED	101617133	4,615.80	4,615.80
				AREAS ON TORCH			
				DOWN ROOF SURFACE			
				PER PROPOSAL			
122169	RODDA PAINT	08/04/2017	27093226	OPEN PURCHASE	101617031	122.81	122.81
				ORDER 2016-2017			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122170	STEILACOOM HIST SCHOOL DIST #1	08/04/2017	2016-17 FS GF JW	FOR SUPPLIES FOOD SERVICE	0	5.00	5.00
122171	SUNBELT STAFFING, LLC	08/04/2017	8812999	REFUND USED FOR SHS PE LOCK FINE			
				Jacqueline Diaz, Contracted Psychologist position.	91617001	2,800.00	5,600.00
			8865756	Jacqueline Diaz, Contracted Psychologist position.	91617001	2,800.00	
122172	TOWN OF STEILACOOM	08/04/2017	1199.1 0717	UTILITIES FY	81617071	1,477.34	15,175.55
			1409.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	138.37	
			1409.1 0717	2016-17 OPEN PO UTILITIES FY	81617071	6,568.45	
			1884.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	261.74	
			2075.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	121.22	
			2456.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	127.07	
			2456.1 0717	2016-17 OPEN PO UTILITIES FY	81617071	198.28	
			2662.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	1,731.55	
			2662.1 0717	2016-17 OPEN PO UTILITIES FY	81617071	2,004.58	
			3181.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	15.47	
			3533.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	827.99	
			3533.1 0717	2016-17 OPEN PO UTILITIES FY	81617071	1,343.10	
			6359.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	84.64	
			6571.0 0717	2016-17 OPEN PO UTILITIES FY	81617071	275.75	
122173	VERIZON WIRELESS	08/04/2017	9789493237	PHONE SERVICES FY	81617066	1,282.02	1,282.02
				2016-17 OPEN PO: ACCT#971255422-000 01			
122174	VERNIER SOFTWARE TECHNOLOGY LL	08/04/2017	5261545	GF SCIENCE - SUPPLIES	4311617026	1,797.76	1,797.76
122175	WALTER E NELSON CO OF WESTERN	08/04/2017	608051	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	1,131.46	1,230.79

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			608052	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	75.34	
			608071	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	15.51	
			608968	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	8.48	
122176	WELLS FARGO VENDOR FIN SERV	08/04/2017	67334694	MAINTENANCE COPIERS FINANCING OPEN PO FY 2016-17: ACCT SCHEDULE# 7388747-009	81617031	75.83	338.15
			67338267	CHLOE CLARK COPIERS FINANCING OPEN PO FY 2016-17: ACCT SCHEDULE #7388747-009	81617032	262.32	
31	Computer			Check(s) For a Total of		216,542.73	

	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
	31	Computer	Checks For a Total of	216,542.73
Total For	31	Manual, Wire Tran, ACH & Computer	Checks	216,542.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	216,542.73

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$2,508.06. The payments are further identified in this document.

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

Warrant Numbers 122177 through 122177, totaling \$2,508.06

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
122177	STEILACOOM HIST SCHOOL DIST #1	08/07/2017	CTAX11 20170807AAA	Comp Tax owed for Cash Account 11 through 07/31/2017	0	2,508.06	2,508.06
			1	Computer	Check(s) For a Total of		2,508.06

	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	2,508.06
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	2,508.06
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,508.06

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$30,605.85. The payments are further identified in this document.

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

Warrant Numbers 122189 through 122195, totaling \$30,605.85

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
122189	AWSP (ASSN OF WA SCHOOL PRINCI	08/11/2017	115167 080317	PROFESSIONAL MEMBERSHIP DUES FOR 2017-18	81718014	9,984.00	9,984.00
122190	ESD 113	08/11/2017	0000036700	YEARLY NETWORK SUPPORT PLAN FY 2017-18	81718015	10,560.00	10,560.00
122191	FAMILYID, INC.	08/11/2017	3122	1JUN17-31MAY18 FAMILYID SUBSCRIPTION FY 2017-18	81718013	3,236.56	3,236.56
122192	IMMEDIA	08/11/2017	67873	BUS SCHEDULE CARD PRINTING FEES AND POSTAGE	81718010	836.50	836.50
122193	SCHOLASTIC INC	08/11/2017	M6160078	SCOPE MAGAZINE 17-18	0	109.89	216.69
			M6160113	SHCOLASTIC ACTION MAGAZINE 17-18	0	106.80	
122194	WASA (WA ASSN OF SCHOOL ADMIN)	08/11/2017	WASA SHSD 17-18	2017-18 SY WASA membership for K. Weight #26353, J. Brittain #141676, S. Beauchaine #82669, P. Harvey #142494 and N. McClure #152011 and AASA district dues for K. Weight	281718004	5,347.10	5,347.10
122195	WSPA	08/11/2017	10716	WSPA MEMBERSHIP RENEWALS FOR WEIGHT, HARVEY, BEAUCHAINE, ZECH	181718003	425.00	425.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			7	Computer	Check(s) For a Total of		30,605.85

	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	30,605.85
Total For	7	Manual, Wire Tran, ACH & Computer	Checks	30,605.85
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	30,605.85

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$311,356.86. The payments are further identified in this document.

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

Warrant Numbers 122196 through 122217, totaling \$311,356.86

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122196	ALBERS & COMPANY INC	08/11/2017	1318	PROFESSIONAL SERVICES FOR EMPLOYEES FY 2016-17 OPEN PO	81617055	3,064.17	3,064.17
122197	APPLE INC	08/11/2017	4448289498	i-Pads for Student Services	111617049	4,099.27	4,099.27
122198	BETHEL SCHOOL DISTRICT	08/11/2017	1000059130	PCSC SPED LIAISON SALARY MEMBER DISTRICT PORTION PER DISTRICT COOPERATIVE AGREEMENT SY 2017/2017	81617144	3,189.70	4,514.70
			1000059139	PCSC CAPITAL MAINTENANCE FUND, MEMBER DISTRICT PORTION SY 16-17 ASSESSMENT PER INTERDISTRICT COOPERATIVE AGREEMENT SECTION VB	0	1,325.00	
122199	COLLEGEBOARD AP EXAMS	08/11/2017	481325 18132	STEILACOOM HIGH SCHOOL AP EXAMS FY2016-17 LATE SHIPPING & UNUSED EXAM ADJUSTMENT	271617047	85.00	85.00
122200	HAROLD LEMAY ENTERPRISES	08/11/2017	8951457	DISTRICT WIDE GARBAGE & RECYCLING SERVICE FY 2016-17 OPEN PO	81617073	287.76	2,826.18
			8951623	DISTRICT WIDE	81617073	1,677.91	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GARBAGE & RECYCLING SERVICE FY 2016-17 OPEN PO			
			8951845	DISTRICT WIDE GARBAGE & RECYCLING SERVICE FY 2016-17 OPEN PO	81617073	150.51	
			8983233	DISTRICT WIDE GARBAGE & RECYCLING SERVICE FY 2016-17 OPEN PO	81617073	710.00	
122201	HONEY BUCKET	08/11/2017	0550391237	STEILACOOM HIGH SCHOOL PORTABLE SANITATION UNIT SERVICE FEES FY 2016-17 OPEN PO	81617056	122.50	122.50
122202	IMMEDIA	08/11/2017	67852	DESIGN & PRINT OFFICE MATERIALS - JUNE-JULY	0	241.78	593.42
			67867	STAFF POST CARD	0	351.64	
122203	LEADER SERVICES	08/11/2017	WA09976	MEDICAID REIMBURSEMENT SVCS JULY 2017 - 238 @ \$1.40 EA	0	333.20	333.20
122204	LONG BUILDING TECHNOLOGIES INC	08/11/2017	JC129371	SURVEILLANCE SYSTEM UPGRADE: SALTAR'S POINT ELEMENTARY AND STEILACOOM HIGH SCHOOL	81617117	89,443.77	198,180.22
			JC129378	SURVEILLANCE SYSTEM UPGRADE: CHERYDALE PRIMARY AND PIONEER MIDDLE SCHOOLS	81617124	80,493.13	
			JC129746	SURVEILLANCE SYSTEM UPGRADE: CHERYDALE PRIMARY AND PIONEER MIDDLE SCHOOLS	81617124	28,243.32	
122205	LOWE'S / CREDIT SERVICES	08/11/2017	99001959339 0817	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617025	656.77	656.77
122206	OFFICE DEPOT	08/11/2017	944876549001	SCHOOL FLYERS FOR BACK TO SCHOOL DISTRO FOR FALL FY 1617	81617142	3,681.65	3,681.65

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122207	PIERCE COUNTY SEWER	08/11/2017	00858625 0817	DISTRICT WIDE SEWER SERVICES FY 2016-17 OPEN PO	81617045	167.75	348.21
			01354221 0817	DISTRICT WIDE SEWER SERVICES FY 2016-17 OPEN PO	81617045	180.46	
122208	PSA HEALTHCARE	08/11/2017	5425493	1:1 Nurse Services for Student at Chloe Clark	91617005	718.44	3,096.69
			5426621	1:1 Nurse Services for Student at Chloe Clark	91617005	194.48	
			5430619	1:1 Nurse Services for Student at Chloe Clark	91617005	1,044.99	
			5435890	1:1 Nurse Services for Student at Chloe Clark	91617005	425.48	
			5446260	1:1 Nurse Services for Student at Chloe Clark	91617005	713.30	
122209	PUGET SOUND ESD 121	08/11/2017	0000084497	Tuition for SPed students served by ReLife	91617007	16,556.00	60,344.00
			0000084506	Tuition for SPed students served by ReLife	91617007	43,788.00	
122210	PUGET SOUND ENERGY	08/11/2017	200023874882 0817	ELECTRICITY AND NATURAL GAS UTILITIES FY 2016-17 OPEN PO	81617065	5,548.16	5,548.16
122211	PUYALLUP SD	08/11/2017	AR307973	JUN 2017 MV TRANSPORTATION	0	936.00	936.00
122212	SNYDER, MARY P	08/11/2017	TRVL REIM 080317	CASSA - NOVA SCOTIA	0	410.89	410.89
122213	SODEXO INC & AFFILIATES	08/11/2017	1001107331	SODEXO INC AND AFFILIATES CONTRACT SERVICES FY 2016-17 OPEN PO	81617039	107.88	107.88
122214	TANNER ELECTRIC	08/11/2017	72131000 0717	ANDERSON ISLAND ELEMENTARY ELECTRIC UTILITIES FY 2016-17 OPEN PO	81617054	460.42	460.42

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122215	TOTALFUNDS BY HASLER	08/11/2017	79000110020283250817	POSTAGE MACHINE SERVICES & SUPPLIES FY 2016-17 OPEN PO	81617048	4,000.00	4,000.00
122216	TRUSTEED PLANS SERVICE CORP	08/11/2017	0093251-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	7,071.85	17,548.46
			0093357-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	10,476.61	
122217	TYRRELL, JACOB	08/11/2017	TRVL REIM 080317	AWSP SUMMER CONFERENCE MILEAGE & MEALS	0	399.07	399.07
22	Computer	Check(s) For a Total of					311,356.86

	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
	22	Computer	Checks For a Total of	311,356.86
Total For	22	Manual, Wire Tran, ACH & Computer	Checks	311,356.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	311,356.86

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$1,213.30. The payments are further identified in this document.

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

Warrant Numbers 122218 through 122218, totaling \$1,213.30

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
122218	ESGI SOFTWARE	09/01/2017	15940	ESGI Software - Kindergarten	1621718007	1,213.30	1,213.30

1 Computer Check(s) For a Total of 1,213.30

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,213.30
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,213.30
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,213.30

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$912.00. The payments are further identified in this document.

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

Warrant Numbers 122219 through 122219, totaling \$912.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122219	IMMEDIA	08/11/2017	67873	POSTAGE			
				BUS SCHEDULE CARD	81718010	912.00	912.00
				PRINTING FEES AND			
				POSTAGE			
				1 Computer	Check(s) For a Total of		912.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	912.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	912.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	912.00

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$52,161.29. The payments are further identified in this document.

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

Warrant Numbers 122220 through 122247, totaling \$52,161.29

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
122220	ACE FIRE & SECURITY SYSTEMS	08/18/2017	1081064	Annual Fire Inspections District Wide	101617146	907.19	2,024.66
			1081065	Annual Fire Inspections District Wide	101617146	241.55	
			1081086	Annual Fire Inspections District Wide	101617146	291.24	
			1081088	Annual Fire Inspections District Wide	101617146	291.24	
			1081089	Annual Fire Inspections District Wide	101617146	167.60	
			1081090	Annual Fire Inspections District Wide	101617146	125.84	
122221	BROOKS POWERS GROUP, P.S.	08/18/2017	07-2017-11	Consulting, Program Development and Training	91617013	3,100.00	3,100.00
122222	BUILDER'S HARDWARE & SUPPLY	08/18/2017	S3578821.001	OPEN PURCHASE ORDER 2016-2017 FOR HARDWARE SUPPLIES	101617006	26.21	26.21
122223	CDW-G	08/18/2017	JQT4183	Chromebook order for Pioneer, Chloe, and Cherrydale	111617046	4,612.50	4,612.50
122224	CENTURYLINK #300493944	08/18/2017	300493944 0817	ACCOUNT NO. 300493944: MONTHLY CHARGES,	81617077	292.00	292.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122225	DEPT OF L&I / BOILER SECTION (08/18/2017	287218	USAGE, AND ADJUSTMENTS Boiler, Pressure Vessel Certs and Permits District Wide	101617153	805.90	805.90
122226	EDNETICS INC	08/18/2017	80716	SALTAR'S POINT WAP ADDITIONS: QUOTE 47609	111617050	13,153.16	13,153.16
122227	FERGUSON ENTERPRISES, INC.	08/18/2017	5449511	OPEN PURCHASE ORDER FOR SUPPLIES 2016-2017	101617086	138.18	138.18
122228	FLAGS A' FLYING, LLC	08/18/2017	77576	FLAG POLE REPAIR @ Chloe Clark	101617140	570.55	570.55
122229	GRAINGER	08/18/2017	9512935595	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	18.69	18.69
122230	HP, INC.	08/18/2017	6415352384	Open purchase order with HP for Laptop and Chromebook repair. For the 2016-17 school year	111617034	172.43	172.43
122231	J&I POWER EQUIPMENT INC	08/18/2017	386741	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617121	429.92	429.92
122232	JOHNSTONE SUPPLY	08/18/2017	11-s100322006.001	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617104	95.95	95.95
122233	LAKEWOOD HARDWARE & PAINT	08/18/2017	517403	OPEN PO for Materials - 2016/2017	101617143	96.24	233.25
			STMT 072717	OPEN PO for Materials - 2016/2017	101617143	137.01	
122234	LEARNER FIRST LLC	08/18/2017	232	1 HR PRESENTATION BY MAX DUMMY + TRAVEL 116 M @ \$0.535 = \$62.06	0	562.06	562.06
122235	LEE, SANDY MARIE	08/18/2017	REIM 081617	AMAZON - BUS TAGS & COMPUTER SIGN IN TAGS	0	257.80	257.80
122236	LES SCHWAB TIRES	08/18/2017	30502211 0817	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617023	347.78	347.78
122237	MARK'S PLUMBING PARTS	08/18/2017	INV001634460	OPEN PURCHASE ORDER 2016-2017 FOR PLUMBING	101617026	1,152.53	1,152.53

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122238	PACIFICA LAW GROUP	08/18/2017	38240	SUPPLIES PROFESSIONAL SERVICES FY 2016-17 OPEN PO	81617049	78.00	1,638.00
			38241	PROFESSIONAL SERVICES FY 2016-17 OPEN PO	81617049	1,560.00	
122239	RODDA PAINT	08/18/2017	27092034	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617031	731.63	731.63
122240	SITEONE LANDSCAPE SUPPLY	08/18/2017	81845250	OPEN PURCHASE ORDER 2016-2017 FOR GROUNDS SUPPLIES	101617034	373.66	373.66
122241	SOUND HARDWOOD SOLUTIONS LLC	08/18/2017	080717 SHSLLC	Annual Gym Floor Maintenance @ Pioneer and SHS	101617101	6,784.13	6,784.13
122242	STAPLES BUSINESS ADVANTAGE	08/18/2017	3328313411IN	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617087	6.59	1,461.20
			3328313412N	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617087	1,094.77	
			3328313413G	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617087	359.91	
122243	TRUSTEED PLANS SERVICE CORP	08/18/2017	0093462-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	7,845.54	7,845.54
122244	WALTER E NELSON CO OF WESTERN	08/18/2017	610208	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	198.03	4,331.20
			610211	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	335.96	
			610215	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	608.44	
			610218	OPEN PO FOR CUSTODIAL SUPPLIES FOR 2016-2017	101617105	505.25	
			610616	OPEN PO FOR CUSTODIAL SUPPLIES FOR	101617105	1,134.65	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			610618	2016-2017 OPEN PO FOR CUSTODIAL SUPPLIES FOR	101617105	1,548.88	
122245	WEIGHT, KATHLEEN J	08/18/2017	MLG REIM 081117	2016-2017 CD, PMS, EATONVILLE (MSP GRANT)	0	43.76	43.76
122246	WESTERN STATE HOSPITAL	08/18/2017	FUEL 072017	WESTERN STATE HOSPITAL/DSHS FUEL SUPPLY FY	81617034	882.81	882.81
122247	ZUMAR INDUSTRIES INC	08/18/2017	0189920	2016-17 OPEN PO OPEN PURCHASE ORDER 2016-2017 FOR SIGNS	101617041	75.71	75.71
28	Computer	Check(s) For a Total of					52,161.29

	0	Manual	Checks For a Total of	0.0
	0	Wire Transfer	Checks For a Total of	0.0
	0	ACH	Checks For a Total of	0.0
	28	Computer	Checks For a Total of	52,161.2
Total For	28	Manual, Wire Tran, ACH & Computer	Checks	52,161.2
Less	0	Voided	Checks For a Total of	0.0
			Net Amount	52,161.2

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 August 24, 2017, the board, by a _____ vote, approves payments, totaling \$4,975.00. The payments are further identified in this document.

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

Warrant Numbers 122248 through 122249, totaling \$4,975.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122248	KIWANIS CLUB OF STEILACOOM	08/18/2017	SHSD 17-18 DUES	SHSD 17-18 DUES, KATHY WEIGHT, CELESTE JOHNSTON, PAUL HARVEY, NANCY MCCLURE, MICHAEL MILLER, RYAN DOUGLAS, SUSAN GREER, NANCY CLAPP (SHS KEY CLUB ADVISOR)	0	1,000.00	1,000.00
122249	WEIGHT, KATHLEEN J	08/18/2017	TUITION REIM FA2017	SPU DOCTORAL DEGREE - FALL QUARTER	0	3,975.00	3,975.00
			2	Computer	Check(s) For a Total of		4,975.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	4,975.00
Total For	2	Manual, Wire Tran, ACH & Computer Checks		4,975.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,975.00

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$5,326.86. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Voids/Cancellations, totaling \$5,326.86

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
122158	GRAINGER	08/04/2017	9509406337	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	5,168.60	5,326.86
			9509812823	OPEN PURCHASE ORDER 2016-2017 FOR SUPPLIES	101617013	158.26	
				1 Void	Check(s) For a Total of		5,326.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	5,326.86
			Net Amount	-5,326.86

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

As of August 24, 2017, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$1,586.55. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$1,586.55

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
403336	EPIC SPORTS	08/15/2017	20170509ORDER	STEILACOOM HIGH SCHOOL 2002 VOLLEYBALL - EPIC SPORTS SUPPLIES ORDER	4061617101	1,586.55	1,586.55

1	Void	Check(s) For a Total of	1,586.55
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	1,586.55
			Net Amount	-1,586.55

Information regarding the new “Enrichment Levy”

- Current Maintenance and Operations levies have been renamed “Enrichment Levies”.
- Districts running a levy in February addressing the 2020 tax year and beyond will require OSPI approval.
- Beginning September 1, 2019, enrichment levies may only be used to “enrich the state’s statutory program of basic education as authorized under section 501”.
- Beginning with levies collected in 2019, the maximum levy is the lesser amount generated by:
 - \$1.50 per \$1,000 of assessed value of property; or
 - \$2,500 per pupil, calculated using the prior year’s average student enrollment, increased by inflation.
- Beginning with taxes levied in 2020, the funds must be “deposited in a separate sub-fund of the district’s general fund”.
- Enrichment levies and all local revenue are subject to new rules*. Activities funded out of local revenue are defined as only those activities that are supplementing basic education allocations.
- SAO must audit district levy expenditure plans to ensure enrichment levies are paying for allowable activities.

*awaiting further guidance from OSPI about some changes (anticipated to occur in the Fall).

<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Measures submitted to voters must comply with the restrictions for 2019, 2020 and beyond.	Maximum levy collection in 2019 and beyond is \$2,500 per students or \$1.50 per \$1,000, whichever is less. §203 For levy collections in 2020 and beyond, districts must receive OSPI pre-approval for their levy expenditure plan prior to submitting measure to voters. §201	Same as 18-19 plus new restrictions on the use of local funds starting with 2020 collections. §201 Limitations on the use of local funds are identified in §501-502.	Same as 19-20

Enrichment Levy Impact

- 2017-2018 Levy Collection Authority

2nd half of voter approved 2018 levy - \$3,690,125

1st half of voter approved 2019 levy - \$2,225,000

Total \$5,915,125

Enrichment Levy Timeline

- Late September/Early October - Submit levy plan to OSPI for approval
- November 2017 – approval of board resolution on enrichment levy amount
- December 15, 2017 - file levy with Pierce County (resolution, resolution cover sheet, explanatory statement, for and against committee appointment form)
- December 19, 2017 - statement “For” and “Against” written by committees
- December 21, 2017 - rebuttal statement written by committees
- February 13, 2018 - ballot measure for SHSD enrichment levy

Enrichment Levy 2019-2022

TAX YEAR	ASSESSED VALUATION	VAL. % CHG	ENRICHMENT LEVY	LEVY RATE \$/1000
2015	2,602,516,785	9.00%	7,001,525	2.70
2016	2,682,780,757	3.08%	7,125,000	2.73
2017	2,815,082,179	4.93%	7,280,450	2.61
2018	2,899,534,644	3.00%	7,380,250	2.55
2019	2,957,525,337	2.00%	4,436,288	1.50
2020	3,016,675,844	2.00%	4,525,014	1.50
2021	3,077,009,361	2.00%	4,615,514	1.50
2022	3,138,549,548	2.00%	4,707,824	1.50

2015-18	Voter Approved
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16-17 FTE Enrollment - 3,050	\$2,500	7,625,000
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Levy Communication

- Public will need to be educated in understanding new process.
- Communication around legislative increase in funding and the continued need for levy funds.
- Communication around restricted nature of our use of local levy proceeds.
- All communication must be consistent with any plan submitted to OSPI for approval.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☒ Safety, Service and Support
- ☐ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

First Reading of Policy 1410 Executive or Closed Sessions

- Updated to reflect a recent holding by the Washington State Supreme Court, which clarifies a government entity may discuss the minimum acceptable value to sell or lease property in executive session, but not to discuss all factors comprising the value.
- Updated to reflect SHB 1417, which added discussion of information technology security as another purpose for holding an executive session.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 1410 to a second reading.

Report prepared by:
Kathi Weight, Superintendent

EXECUTIVE OR CLOSED SESSIONS

Executive Sessions

Before convening in executive session, the chair/~~president shall~~ will publicly announce the general purpose for excluding the public from the meeting place and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the chair/~~president~~.

An executive session may be conducted for one or more of the following purposes:

- A. ~~To consider, if in compliance with any required data breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments, and security test results to the extent that they identify specific system vulnerabilities, and other information that, if made public, may increase risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;~~
- A.B. To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
- B.C. To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price; however, the final action of selling or leasing public property ~~shall~~ will be taken in a meeting open to the public;
- C.D. To review negotiations on the performance of publicly-bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
- D.E. To receive and evaluate complaints or charges brought against a director or staff member; however, upon the request of such director or staff member, a public hearing or a meeting open to the public ~~shall~~ will be conducted on such complaint or charge;
- E.F. To evaluate the qualifications of an applicant for public employment or to review the performance of a staff member; however, discussion of salaries, wages, and other conditions of employment to be generally applied within the district shall occur in a meeting open to the public, and when the board elects to take the final action of hiring, setting the salary of an individual staff member or class of staff members, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;
- F.G. To evaluate the qualifications of a candidate for appointment to the board; however, any interview of such candidate and final action appointing a candidate to the board shall be in a meeting open to the public; or
- G.H. To discuss with legal counsel representing the district matters relating to district enforcement actions, or litigation or potential litigation to which the district, the board, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the district. Potential litigation means matters protected by attorney-client privilege related to litigation that has been specifically threatened; litigation that the district reasonably believes may be commenced; or the litigation or legal risks of a proposed action

or current practice of the district, if public discussion is likely to result in an adverse or financial consequence to the district.

Closed Sessions/Private Meetings

The Open Public Meetings Act does not apply to certain board activities and public notice is not required prior to holding a closed session for any of the following purposes:

- A. Consideration of a quasi-judicial matter between named parties as distinguished from a matter having a general effect on the public or a class or group; or
- B. Collective bargaining sessions with employee organizations or professional negotiations with an employee, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement, or when the board is planning or adopting the strategy or position to be taken during the course of collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

Legal References:	RCW 42.30.110	Executive sessions
	RCW 42.30.140	—Chapter controlling — Application
	<u>RCW 19.255.010</u>	<u>Disclosure, notice - Definitions - Rights,</u>
		<u>remedies</u>
	<u>RCW 42.56.590</u>	<u>Personal information - Notice of security</u>
		<u>breaches.</u>
Management Resources:	<u>2017 – July Issue</u>	
	<u>Policy News, June 2001</u>	Legislature Addresses Executive Session

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 5.28.08; 08.17

Reviewed: 4.30.11

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☒ Safety, Service and Support
- ☒ Family & Community Involvement
- ☐ Resource Management

BACKGROUND INFORMATION

First Reading of Policy 5005 Employment: Disclosures, Certification Requirements, Assurances and Approval

- Retitled and updated in compliance with ESB 1654.
- Updates pertain to background checks for all staff and volunteers who have regularly scheduled unsupervised access to students, certification of certificated staff and procedure for reemployment of classified staff.
- Eliminated Procedure 5005 since policy is expansive and covers all requirements in compliance with state law.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 5005 to a second reading.

Report prepared by:
Kathi Weight, Superintendent

EMPLOYMENT AND VOLUNTEERS: DISCLOSURES, CERTIFICATION REQUIREMENTS, ASSURANCES AND APPROVAL

Federal Immigration Law Compliance for Staff

The board has the legal responsibility of employing all staff. The responsibility of administering the recruitment process is assigned to the superintendent. Prior to final action by the board, a prospective staff member ~~shall~~ will present necessary documents which establish eligibility to work ~~as required by federal immigration law, and attest to his/her eligibility as required by P.L. 99-603, Immigration Reform and Control Act of 1986. As required by federal immigration law,~~ the ~~The~~ superintendent ~~shall~~ will certify that he/she has: "examined the documents which were presented to me by the new hire, that the documents appear to be genuine, that they appear to relate to the individual named, and that the individual is a U.S. citizen, a legal permanent resident, or a non-immigrant alien with authorization to work." This certification ~~shall~~ will be made on the I-9 form issued by the ~~F~~ederal Immigration and Naturalization Service.

Child Support Reporting for Staff

The district ~~shall~~ will report all new hires to the state Department of Social and Health Services Division of Child Support as required by ~~P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996~~ P.L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Sexual Misconduct Release Form for Staff

~~Pursuant to state law, t~~he district ~~shall~~ will require that every prospective staff member sign a release form allowing the district to contact school employers regarding prior acts of sexual misconduct. The applicant ~~shall~~ will authorize current and past school district employers including employers outside of Washington to disclose to the district sexual misconduct, if any, and make available to the district all documents in the employer's personnel, investigative or other files related to the sexual misconduct. The applicant is not prohibited from employment in Washington state if the laws or policies of another state prohibit disclosure of this information or if the out-of-state district denies the request.

Disclosures ~~Of Crime~~for Staff and Volunteers

Prior to employment of any unsupervised staff member or volunteer, the district will ~~shall~~ require the applicant to disclose whether he/she has been:

- A. Convicted of any crime against persons;
- B. Found in any dependency action under ~~RCW 13.34~~ RCW 13.34.030(2)(b) to have sexually assaulted or exploited any minor or to have physically abused any minor;
- C. Found by a court in a domestic relations proceeding under Title 26 RCW ~~Title 26 RCW~~ to have sexually abused or exploited any minor or to have physically abused any minor;
- D. Found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor: or
- E. Convicted of a crime related to drugs: manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance.

For purposes of this policy, unsupervised means not in the presence of another employee or volunteer and working with children under sixteen years of age or developmentally disabled persons. The disclosure ~~shall~~ will be made in writing and signed by the applicant and sworn to under penalty of perjury. The disclosure sheet ~~shall~~ will specify all crimes committed against persons.

Background Check for Staff and Volunteers

Staff and Volunteers with Regularly Scheduled Unsupervised Access to Children:

Prospective ~~unsupervised~~ staff members ~~shall and volunteers, who will have regularly scheduled unsupervised access to children, will~~ have their records checked through the Washington State Patrol criminal identification system and through the Federal Bureau of Investigation. The record check ~~shall~~ will include a fingerprint check using a complete Washington state criminal identification fingerprint card.

All Other Staff and Volunteers

~~Staff and volunteers without Unsupervised unsupervised volunteers and employees without unsupervised access to children shall will also be advised that they will be subjected to undergo~~ a name and birth date background check with the Washington State Patrol.

~~If a volunteer has undergone a criminal record check in the last two years for another entity, the district shall request a copy from the volunteer, or have the volunteer sign a release permitting the entity for whom the check was conducted to provide a copy to the district.~~

Conditional Employment:

~~Applicants may be~~ New hires will be employed on a conditional basis pending the outcome of the background check and may begin conditional employment once completed fingerprint cards have been sent to the Washington state patrol. If the background check reveals evidence of convictions as identified above, the candidate will not be recommended for employment, or if ~~temporarily conditionally~~ employed, ~~will may~~ be terminated. When such a background check is received, the superintendent/designee is directed to consult with legal counsel.

~~If a volunteer has undergone a criminal record check in the last two years for another entity, the district shall request a copy from the volunteer, or have the volunteer sign a release permitting the entity for whom the check was conducted to provide a copy to the district.~~

Record Check Data Base Access Designee

The superintendent/designee is directed to establish procedures for determining which staff members are authorized to access the Superintendent of Public Instruction's (OSPI) record check data-base. Fingerprint record information is highly confidential and ~~shall~~ will not be re-disseminated to any organization or individual by district staff. Records of arrest and prosecution (RAP sheets) shall be stored in a secure location separate from personnel and applicant files and access to this information is limited to those authorized to access the SPI record check data base.

Certification Requirements

The district ~~shall~~ will require that certificated staff hold a Washington ~~State-state Certificate certificate~~, with proper endorsement (if required for that certificate and unless eligible for out-of-endorsement assignment), ~~or such other documentation as may be required by the professional educator standards board with respect to alternative route programs,~~ for the role and responsibilities for which they are employed. Failure to meet this requirement ~~shall~~ will be just ~~and sufficient~~ cause for termination of employment. State law requires that the initial application for certi-

fication ~~shall~~will require a background check of the applicant through the Washington State Patrol criminal identification system and Federal Bureau of Investigation. No salary warrants may be issued to the staff member until the district has registered a valid certificate for the role to which he/she has been assigned.

All certificated staff members are required to maintain their certification in accordance with state and federal requirements.

~~In addition, any teacher who meets standard or continuing certification after August 30, 1987, must complete 150 hours of continuing education study every five years. Failure to satisfy this requirement will cause the certificate to lapse. If a certificated staff member with a lapsed certificate is issued a transitional certificate pursuant to WAC 181-79A.231 (7), he or she may be conditionally employed for up to two years while he or she meets the certificate reinstatement requirements.~~

Classified Staff

Classified staff who are engaged to serve less than twelve (12) months, ~~will~~shall be advised of their employment status for the ensuing school year prior to the close of the school year. If the district chooses to reemploy the staff member the following year, tThe superintendent/designee shallwill give "reasonable assurance" by written notice that the staff member will be employed during the next school year.

Board Approval

All staff members selected for employment ~~shall~~will be recommended by the superintendent. Staff members must receive an affirmative vote from a majority of all members of the board. In the event an authorized position must be filled before the board can take action, the superintendent has the authority to fill the position with a temporary employee who ~~shall~~will receive the same salary and benefits as a permanent staff member. The board will act on the superintendent's recommendation to fill the vacancy at its next regular meeting.

Cross References: ~~(cf. 1610, Conflicts of Interest [1st Class] [2nd Class])~~
 ~~(cf. 5251, Conflicts of Interest)~~
 5252 – Staff Participation in Political Activities
 ~~(cf. 5006, Certification Revocation)~~
 ~~(cf. 5281, Disciplinary Action and Discharge)~~
 ~~(cf. 5520, Staff Development)~~
 ~~(cf. 5610, Substitute Employment)~~
 ~~(cf. 6530, Insurance)~~

Legal References: RCW 9.96A.020 Employment, occupational licensing by public
 entity — Prior felony conviction no disqualification — Excep-
 tions
 RCW 28A.320.155 Criminal history record information —
 School volunteers
 RCW 28A.400.300 Hiring and discharging of employees —
 Written leave policies — Seniority and leave benefits of employ-

ees transferring between school districts and other educational employers

RCW 28A.400.301 Information on past sexual misconduct - Requirement for applicants - Limitation on contracts and agreements - Employee right to review personnel file

RCW 28A.400.303 Record checks for employees

RCW 28A.405.060 Course of study and regulations — Enforcement — Withholding salary warrant for failure

RCW 28A. 405.210 Conditions and contracts of employment — Determination of probable cause for nonrenewal of contracts — Nonrenewal due to enrollment decline or revenue loss — Notice — Opportunity for hearing

RCW 28A.410.010 Certification — Duty of professional educator standards board — Rules — Record check — Lapsed certificates — Superintendent of public instruction as administrator

RCW 28A.660.020 Proposals - Funding

RCW 28A.660.035 Partnership grant programs - Priority assistance in advancing cultural competency skills

RCW 43.43.830 Background checks — Access to children or vulnerable persons — Definitions

RCW 50.44.050 Benefits payable, terms and conditions — "Academic year" defined

RCW 50.44.053 "Reasonable assurance" defined — Presumption, employees of educational institutions

P.L. 99-603 Immigration Reform and Control Act of 1986 (IRCA)

P.L. 104-193 Personal Responsibility and Work Opportunity Reconciliation Act of 1996

WAC 162-12 Preemployment Inquiry Guide (Human Rights Commission)

WAC 180-16-220 Supplemental basic education program approval requirements

WAC 181-79A Standards for teacher, administrator and educational staff associate certification

WAC 181-82-105 Assignment of classroom teachers within districts

WAC 181-82-110 School district response and support for non-matched endorsements to course assignment of teachers

WAC 181-85 Professional certification — Continuing education requirement

WAC 392-300-050 Access to record check data base

WAC 392-300-055 Prohibition of redissemination of fingerprint record information by educational service districts, the State School for the Deaf, the State School for the Blind, school dis-

tricts, and Bureau of Indian Affairs funded schools
WAC 392-300-060 Protection of fingerprint record information
by educational service district, the State School for the Deaf, the
State School for the Blind, school districts, and Bureau of Indian
Affairs funded schools
WAC 446-20-280 Employment — Conviction records

Legal References:

Management Resources:

2017 - July Issue
2010 - October Issue
Policy News, October 2005 Public Disclosure
Policy News, October 2005 Sex Offender Reporting Require-
ments
Policy News, April 2004 School Employee Sexual Misconduct
Policy News, October 2001 Updates from the State Board of Ed-
ucation
Policy News, June 1999 School Safety Bills Impact Policy
Policy News, February 1999 Local Boards Decide Endorsement
Waivers
Policy News, August 1998 District Must Report New Hires

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised:

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: August 24, 2017

Strategic Focus Area

- ☐ Teaching and Learning
- ☐ Safety, Service and Support
- ☒ Family & Community Involvement
- ☒ Resource Management

BACKGROUND INFORMATION

First Reading of Policy 4040 Public Access to District Records

- Updated to reflect Public Records Administration ESHB 1594, Public Records Requests Costs EHB 1595 and *Hikel v City of Lynnwood*, Division I (December 27, 2106).
- The 2017 Legislature revised the Public Records Act (PRA) to improve administration, given the increased volume and complexity of public records requests.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 4040 to a second reading.

Report prepared by:
Kathi Weight, Superintendent

PUBLIC ACCESS TO DISTRICT RECORDS

Consistent with Washington State law, the Board is committed to providing the public full access to records concerning the administration and operations of the District. Such access promotes important public policy, maintains public confidence in the fairness of governmental processes, and protects the community's interest in the control and operation of its common school district. At the same time, the Board desires to preserve the efficient administration of government and acknowledges the privacy rights of individuals whose records may be maintained by the District. This policy and the accompanying procedure are intended to facilitate access to school district records without compromising operational efficiency or privacy rights.

As used in this policy and the accompanying procedure, "school district records" is a broad term that includes any writing containing information relating to the conduct of the District or the performance of any District governmental or proprietary function prepared, owned, used, or retained by the District regardless of physical form or characteristics. A "writing" as used in this policy and procedure is likewise a broad term that means any handwriting, typewriting, printing, photocopying, photographing, or other means of recording any form of communication or representation.

The definition of "school district records" does not include records that are not otherwise required to be retained by the District and are held by volunteers who do not service in an administrative capacity, have not been appointed by the District to a District board, commission, or internship, and do not have a supervisory role or delegated District authority.

Because of the tremendous volume and diversity of records continuously generated by a public school district, the Board has declared by formal resolution that trying to maintain a current index of all of the District's records would be impracticable, unduly burdensome, and ultimately interfere with the operational work of the District. Additionally, the Board hereby finds that it would be unduly burdensome to calculate the costs of producing public records, given the multiple different electronic and manual devices used to produce public records, as well as the fluctuating costs of District supplies and labor.

The Superintendent will develop—and the Board will periodically review—procedures consistent with state law that will facilitate this policy. The Superintendent will also appoint a Public Records Officer who will serve as a point of contact for members of the public who request the disclosure of public records. The Public Records Officer will be trained in the laws and regulations governing the retention and disclosure of records, and ~~shall~~will oversee the District's compliance with this policy and state law.

Cross Reference: Board Policy 3231 Student Records

Legal Reference: Chapter 5.60 RCW Witnesses — Competency
 Chapter 13.04.155(3) RCW Notification to school principal of conviction,
 adjudication, or diversion agreement

— Provision of information to teachers and other personnel — Confidentiality.

Chapter 26.44.010 RCW Declaration of purpose.

Chapter 26.44.030(9) RCW Reports — Duty and authority to make — Duty of receiving agency — Duty to notify — Case planning and consultation — Penalty for unauthorized exchange of information — Filing dependency petitions — Investigations — Interviews of children — Records — Risk assessment process.

Chapter 28A.605.030 RCW Student education records — Parental review — Release of records — Procedure.

Chapter 28A.635.040 RCW Examination questions — Disclosing — Penalty.

Chapter 40.14 RCW Preservation and destruction of public records

Chapter 42.17A RCW Campaign Disclosure and Contribution

Chapter 42.56 RCW Public Records Act

WAC 392-172A Rules for the provision of special education

Public Law 98-24, Section 527 of the Public Health Services Act, 41 USC § 290dd-2

20 U.S.C. § 1232g Federal Education Rights Privacy Act (FERPA)

20 U.S.C. § 1400 et. seq. Individuals with Disabilities Education Act (IDEA)

42 U.S.C. § 1758(b)(6)

34 CFR Part 300—ASSISTANCE TO STATES FOR THE EDUCATION OF CHILDREN WITH DISABILITIES

45 CFR Part 160—164—GENERAL ADMINISTRATIVE REQUIREMENTS, ADMINISTRATIVE REQUIREMENTS AND SECURITY AND PRIVACY

Management Resources: [2017 – July Issue](#)
[2015 – December Issue](#)
2015 – April Issue
2012 - April Issue
2010 - February Issue
Policy News, June 2006
Policy News, October 2005

Washington State Office of the Attorney General – Open
Government Training
Washington State Office of the Attorney General – Model Rules on
Public Disclosure

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 1.14.09, 8.23.12; 5.13.15;