



**Regular Meeting Minutes**  
**Steilacoom High School 54 Sentinel Drive Steilacoom, Washington**  
**Wednesday, 3/27/2019**

**STUDY SESSION:**

- Review agenda

**REGULAR MEETING:**

**1. CALL TO ORDER**

Chair Forbes called the meeting to order at 7 pm.

Executive Director Beauchaine led the Pledge of Allegiance.

All directors and Superintendent Weight present.

Chair Forbes recognized Steilacoom Mayor Ron Lucas and Steilacoom Police Chief T.J. Rodriguez in attendance.

Director Pierce made a motion to amend the agenda to add a Superintendent Update after the first *Comments from the Audience*; Director Schenk seconded the motion and the motion passed (5/0).

**2. COMMENTS FROM THE AUDIENCE**

No comments.

**3. SUPERINTENDENT UPDATE**

Superintendent Weight read the attached statement. Chair Forbes commended Superintendent Weight and Administrative Team on the response and communications involved with the student incident.

**4. RECOGNITION of CLASSIFIED SCHOOL EMPLOYEES**

Chair Forbes publicly thanked the 133 Classified School Employees of the district.

**5. REPORTS**

**a. Winter Sports Update**

Steilacoom High Athletic Coordinator Blair Suek updated the school board on high school winter sports which included boys swim, girls basketball, boys basketball, boys and girls wrestling, girls bowling and cheer. A special thank you to the School Board for the newly renovated Weight and Fitness Rooms and other improvements to the gym facilities area.

**b. Asset Preservation Program**

Anna Garvin, Maintenance & Facilities Supervisor, presented the 2018 Asset Preservation Program report. She informed the Board of future maintenance/repair/replace items for each building.

**c. Legislative Update**

Director McDonald reported there are many bills in process. A few of interest are: sexual health education, fully funding special education, increasing mental health supports in schools and NARCAN available in schools.

## **6. CONSENT AGENDA**

Director McDonald made a motion to approve the Consent Agenda which included financial reports, accounts payable and payroll, 2/27/19 and 3/13/19 minutes, attached personnel reports and an SHS DECA Trip; Director Scott seconded the motion and the motion passed (5/0).

## **7. NEW BUSINESS**

### **a. First Reading of Policy 6210 Purchasing Authorization and Control**

Director Pierce made a motion to approve the deletion of Policy 6210; Director Schenk seconded the motion and the motion passed (5/0).

### **b. First Reading of Policy 6220 Bid Requirements**

Director McDonald made a motion to approve Policy 6220; Director Scott seconded the motion and the motion passed (5/0).

### **c. First Reading of Policy 3141 Nonresident Students**

Director Schenk made a motion to approve Policy 3141; Director Pierce seconded the motion and the motion passed (5/0).

### **d. First Reading of Policy 3226 Interviews & Interrogations of Students on School Premises**

Director Scott made a motion to approve Policy 3226; Director McDonald seconded the motion and the motion passed (5/0).

### **e. First Reading of Policy 3231 Student Records**

Director Pierce made a motion to approve Policy 3231; Director Schenk seconded the motion and the motion passed (5/0).

### **f. First Reading of Policy 5050 Contracts**

Director Scott made a motion to move Policy 5050 to a second reading; Director McDonald seconded the motion and the motion passed (5/0).

## **8. COMMENTS FROM THE AUDIENCE**

- Sherrie Raygor, Lakewood, following the student incident this week, she feels a need for more student connections, especially the Running Start students. More student involvement in ideas and planning amongst staff and parents, offering various suggestions.

## **9. BOARD COMMUNICATION**

- Director Pierce was contacted by a parent; Superintendent Weight addressing the concern.

## **10. ANNOUNCEMENTS**

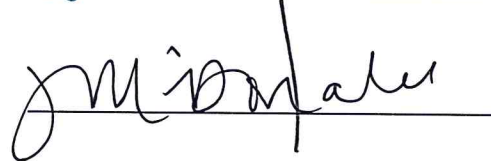
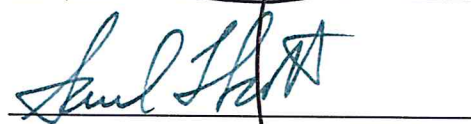
- Director Schenk - echoed Chair Forbes positive sentiments about District response to the incident and continued work in the area of incident response and communications.
- Director McDonald - communications well done; appreciate the parent comment earlier tonight regarding parent involvement at the high school.
- Director Pierce – suggestion of parent involvement - utilize the PTAs and Booster Clubs.
- Chair Forbes encouraged attendance at spring sport and the SHS Drama production - April 11 & 12<sup>th</sup>.

## 11. ADJOURNMENT

Director Schenk made a motion to adjourn the meeting at 7:50 pm; Director Pierce seconded the motion and the motion passed (5/0).



(Chair)



(Secretary/Superintendent)

**Statement read aloud at March 27, 2019 Board Meeting**

March 27, 2019

Dear Steilacoom High School Families,

The student assault that occurred on our high school campus last week had a devastating impact on our school community and to us personally as educators. I would like to thank our community for their warm responses of support and a special thank you to our high school staff, administrators and students who showed great care and sensitivity to our student who suffered this attack, and returned to school this week. I would also like to acknowledge our first responders, fire and police, who responded quickly and with sincere compassion.

When a significant event occurs in a school setting, it can be frustrating to not receive specific details. Schools are bound by strict student confidentiality guidelines and laws. We simply cannot provide the same details around this incident that law enforcement and the prosecuting attorney's office can provide, both out of respect for the victim and the family's privacy and because this is an ongoing and active legal investigation. However, we will continue to share with you everything we can and continue to give regular updates to families and our staff. I will tell you that the student who committed this assault remains in custody and is facing very serious criminal charges. He will not be returning to school.

Since this traumatic event took place, our collective school system is working to restore a sense of safety and provide emotional support to our students, families and staff. Nothing is more important to us than providing a safe learning environment. We have had crisis response experts on campus this week to meet with students in classrooms. Additionally, it is important for me to emphasize, although we have made significant changes to our safety and security measures over the last several years, a safety and security plan is never finished. We are constantly reviewing and adapting our plan after national events and local events occur. Our team is reviewing all campus safety procedures through the lens of this specific event and will continue to evaluate and improve safety and security in all of our schools.

I would also like to encourage the use of our Safe Schools Alert hotline. Tips can be provided via text, email or phone. There is also a mobile app available. <https://steilacoom-wa.safeschoolsalert.com/> We should all encourage students to use the hotline should they see or hear anything that feels out of place. We must promote an environment where *all* students

feel empowered and safe to speak up. Alerting their teachers or parents as well is also an option. Students should know that every single concern expressed will be followed up on, whether it results in action or not. Nothing is too small and nothing will be discounted.

This event also emphasizes how we need to take a hard look at mental health support in the K-12 school system and within our own community. Funding for mental health support programs are a primary interest in this legislative session and a key topic for me personally, as the leader of a school district. We need to engage every partner we can to provide additional mental health support to our schools and communities. The issue of slashing funding to these programs cannot be ignored and must be brought to the forefront of what we do as an educational system.

Reactions to critical events elicit different responses and emotions, and our team will continue to provide guidance, support and resources. Please reach out to me personally with questions, concerns or ideas that may lead to improvements in our school system.

I am grateful for our caring community and I know that with the support of each other, we will heal and be stronger moving forward. Thank you.

Dr. Kathi Weight  
Superintendent

# 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: 22-Mar-19

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

*Melissa Beard*  
Dr. Melissa Beard, Chief of Finance & 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>GENERAL FUND:</u>					
	Payroll	800833	to	800835	\$ 6,856.74
February 28, 2019	Payroll A/P	125595	to	125618	\$ 811,220.97
	Payroll Taxes				\$ 470,348.84
	Direct Deposit				\$ 1,374,702.99
February 25, 2019	Accounts Payable	125594	to	125594	\$ 625.42
February 26, 2019	Accounts Payable	125619	to	125619	\$ 32,538.75
February 28, 2019	Accounts Payable	125620	to	125668	\$ 181,319.48
March 8, 2019	Accounts Payable	125669	to	125689	\$ 47,260.60
March 13, 2019	Accounts Payable	125690	to	125699	\$ 229.15
March 14, 2019	Accounts Payable	125700	to	125713	\$ 257,556.20
March 21, 2019	Accounts Payable	125714	to	125772	\$ 286,205.64
TOTAL GENERAL FUND:					\$ 3,468,864.78

## **CAPITAL PROJECTS FUND:**

February 27, 2018	Accounts Payable	200343	to	200343	\$ 8,400.00
March 22, 2019	Accounts Payable	200344	to	200345	\$ 2,013.98
	<b>TOTAL CAPITAL PROJECTS FUND:</b>				<b>\$ 10,413.98</b>

## **ASSOCIATED STUDENT BODY FUND:**

February 25, 2019	Accounts Payable	403990	to	403990	\$ 499.74
February 26, 2019	Accounts Payable	403991	to	403991	\$ 20,427.06
February 28, 2019	Accounts Payable	403992	to	403998	\$ 5,369.81
March 1, 2019	Accounts Payable	403999	to	404005	\$ 269.00
March 7, 2019	Accounts Payable	404006	to	404021	\$ 8,858.91
March 20, 2019	Accounts Payable	404022	to	404029	\$ 5,580.63
March 22, 2019	Accounts Payable	404030	to	404033	\$ 1,714.81
	<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>				<b>\$ 42,719.96</b>

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.

*K Weight*  
Kathi Weight, Secretary to the Board

Steilacoom Historical School District No. 1  
Certificated Personnel Report

<b>Personnel Report 3-27-19</b>						
<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
SULLIVAN CAMILLE	TEACHER	1.00	PIONEER MIDDLE	8/29/2019	NEW HIRE	
VO ANDREW	TEACHER	1.00	CHERRYDALE	8/29/2019	NEW HIRE	
SINCERO LAUREN	TEACHER	1.00	SALTAR'S POINT	6/14/2019	RESIGNATION	

# Classified Personnel Report

[illegible]

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

Personnel Report 3-27-19					
Name	Position	Location	Effective Date	Amount	Comment
HEWITT WENDY	ASSISTANT FASTPITCH COACH	HIGH SCHOOL	2/18/2019	3,052.50	
FULLER ANDREW	ASSISTANT TRACK COACH	HIGH SCHOOL	2/18/2019	3,121.88	
HATTON LUCAS	ASSISTANT TRACK COACH	HIGH SCHOOL	2/18/2019	3,121.88	
BOCHENEK KELSEY	BOOK CLUB ADVISOR	HIGH SCHOOL	2/1/2019	1,200.00	REPLACED TERI LITT
SCHMITZ SHANNON	DATA TEAM LEADER	CHLOE CLARK	2/28/2019	1,000.00	2ND SEMESTER STIPEND (HEYING RECEIVED 1ST SEMESTER)
ZIMMERMAN CHRISTINA	KEY CLUB ADVISOR	HIGH SCHOOL	2/1/2019	1,200.00	REPLACED JODY MCDONALD