



Regular Meeting Agenda

Steilacoom High School 54 Sentinel Drive Steilacoom, WA

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

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

Wednesday, November 20, 2019 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 not be heard outside of Executive Session. The Board reserves the right to terminate presentations containing personal attacks on individuals.

III. REPORTS

A. Chloe Clark Green Team Report

(Information)

Presenter: Linda Merritt

[Washington Green Schools Presentation.pdf \(p. 4\)](#)

B. Class of 2019 Graduation Data

(Information)

Presenter: Susanne Beauchaine and Mike Miller

[Graduation Calculation Handout.pdf \(p. 20\)](#)

IV. RECESS TO PUBLIC HEARING

V. PUBLIC HEARING - Proposed Sale of Surplus School District Property (Information)

A. Presentation - Proposed Sale of International Place Property

Presenter: Bob Forbes

B. Comments from the Audience

Members of the audience wishing to comment on public hearing Proposed Sale of International Place Property will be allowed to comment. 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 entertain comments regarding Proposed Sale of International Place Property during this part of the meeting. Comments regarding regular meeting agenda items will only be heard during the regular meeting comments from the audience.

VI. RETURN TO PUBLIC MEETING

VII. CONSENT AGENDA (Action)

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

[Approval of Financial Reports.PDF \(p. 21\)](#)

[Approval of October and November 2019 Accounts Payable and October 2019 Payroll.pdf \(p. 31\)](#)

[Approval of October 23, 2019 Board Meeting Minutes.pdf \(p. 32\)](#)

[Approval of Classified Personnel Report.pdf \(p. 35\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 36\)](#)

[Approval of SHS Wrestling Tournament.PDF \(p. 37\)](#)

VIII. OLD BUSINESS - Second Draft of Capital Facilities Plan (Information)

Presenter: Superintendent Weight

[Draft Capital Facilities Plan 2019-2025.pdf \(p. 40\)](#)

IX. NEW BUSINESS

A. First Reading of Policy 1112 Director Orientation (Action)

Presenter: Superintendent Weight

[Policy 1112 Director Orientation.pdf \(p. 75\)](#)

B. Resolution 857-11-20-19 Approval of WSSDA Annual Conference Registration (Action)

Presenter: Superintendent Weight

[Resolution 857-11-20-19 Approval of WSSDA Annual Conference Registration.pdf \(p. 77\)](#)

X. COMMENTS FROM THE AUDIENCE

(Information)

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

XI. RECOGNITION OF STEVE SCHENK

(Information)

XII. BOARD COMMUNICATION

(Information)

XIII. ANNOUNCEMENTS

(Information)

XIV. ADJOURNMENT

(Action)

A decorative graphic on the left side of the page features a stylized flower or plant. It consists of a large, light green circle at the top left, a smaller solid green circle at the top center, and three teardrop-shaped leaves at the bottom. The leaves are filled with a close-up photograph of a green leaf, showing detailed vein patterns. The text 'WASHINGTON GREEN SCHOOLS AND SHSD' is positioned to the right of this graphic.

WASHINGTON GREEN SCHOOLS AND SHSD



WHAT IS WASHINGTON GREEN SCHOOLS?

Washington Green Schools is a nonprofit organization that guides and supports students and school communities to be leaders for a healthy environment.

WHY GET GREEN SCHOOL CERTIFIED?



- ❖ The Washington Green School certification process engages students, facilitates meaningful environmental change, and creates a culture around being a green school.
- ❖ Chloe Clark Elementary in DuPont was the first school in the Steilacoom Historical School district to become Green School certified.



IN THE 2018-2019 SCHOOL YEAR

336 SCHOOLS

received training and resources to create sustainable schools

94%

of teachers indicated that students improved their collaboration skills after participating in Washington Green Schools' programs

185,000+ STUDENTS

across Washington state attend a certified Green School



WASHINGTON GREEN SCHOOLS HAS A SIX-STEP CERTIFICATION PROCESS

To become certified, a school must choose from one of the following environmental areas of focus: energy, healthy school buildings, school grounds and gardens, transportation, waste and recycling, or water. Chloe Clark achieved certification in the school grounds and gardens category.



A decorative background featuring a large, detailed green leaf with prominent veins, positioned diagonally across the left side. Surrounding the leaf are several abstract green shapes, including circles and smaller leaves in various shades of green, creating a layered, naturalistic feel.

STEP 1: BUILD YOUR GREEN TEAM

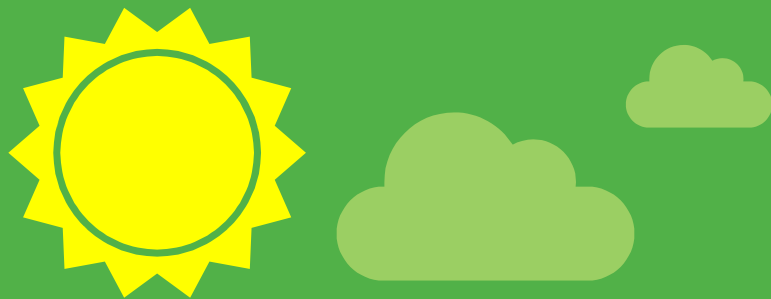
- ❖ Chloe Clark's Green team included 9 adults - the school garden coordinator (parent of a student), school principal, assistant principal, Highly Capable teacher and students, kindergarten teacher, first grade teacher, 2 second grade teachers (co-chairs of the team), and a third grade teacher.
- ❖ Meetings:
 - Once a month after school

STEP 1: BUILD YOUR GREEN TEAM



Goals:

- Enlarge the garden footprint in the back of the school to support fruit trees
- Return the over decade-old rain garden in the front of the school to a visually-pleasing and functioning state
- Develop NGSS-aligned lessons in the classroom for grades K-3 that utilize both the garden and newly built outdoor classroom



STEP 2: ASSESS YOUR SCHOOL

- ❖ A food garden was present, though student work on it was inconsistent and mainly with kindergarteners
- ❖ A rain garden was established over 10 years ago without careful maintenance, and was a depression in the ground in front of the school
- ❖ Findings:
 - The use of PTA and grant funds would allow the school to expand the fruit/vegetable garden, resulting in more plantings and food harvests
 - Rehabilitating and rebuilding the rain garden would make it function as a water purifier and it would be an aesthetic enhancement



STEP 3: MAKE A LASTING CHANGE



Implementation:

- After the initial meeting and Team formation, Stephanie Leisle of Pierce County Environmental Education was invited to share examples of outdoor-based lessons that her team provides
- First grade classrooms weeded beds and prepped for winter
 - In November, Melissa Buckingham of Pierce Conservation District and Master Gardener Renee Buck came to our school and assessed the space
- At the December Meeting, the Team reconnected with PCEE to set up a series of lessons for each grade level



STEP 3: MAKE A LASTING CHANGE



- ❖ Implementation:
 - For the lessons, first grade focused on plant life cycles, second grade on composting as a way to reduce/reuse/recycle, and third grade on the water cycle
 - We received \$5,000 from our PTA for a new outdoor 'Learning Lab' and \$1,000 from the Master Gardener Association
 - In January, we received donations for the Learning Lab, which included books, hand lenses, gloves, and two rain barrels
 - Girl Scout troop 46920 planted blueberry bushes, pear and apple trees, and weeded in March.



STEP 3: MAKE A LASTING CHANGE



Implementation

- Rain Garden - Some members of the Green Team and members of Grace Works weeded and prepped the new borders. We also spread 10+ yards of soil and bark and graded the garden.
- Food Garden - In April, first graders planted huckleberry and gooseberry bushes and more Girl Scouts (troops 46616 and 45479) planted additional fruit bushes and weeded/tilled the soil
 - A \$1,000 grant from Kiwanis made the Rain Garden Rehab possible
 - We also applied for and received \$1,500 from Clover Creek Watershed for plantings





STEP 3: MAKE A LASTING CHANGE



Challenges

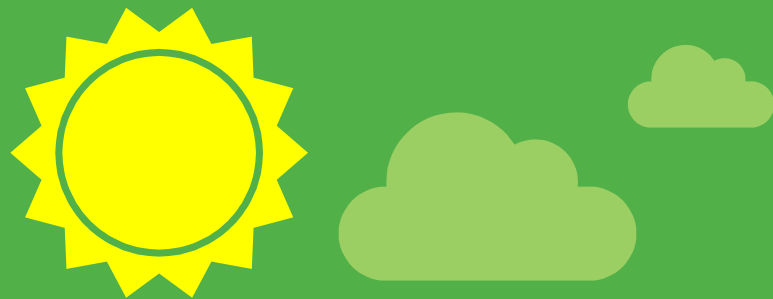
- After our first few meetings, it became evident that our original plan was a bit ambitious, so we decide to focus more on rehabilitating the Rain Garden in the front of our school.
- While funding was initially a challenge, multiple organizations awarded us generous grants
 - \$1,000 grant from Kiwanis
 - \$1,500 from Clover Creek Watershed for plantings
 - \$500 from Port Blakely Tree Farm

STEP 4: VERIFY & REFLECT



- ❖ Key factors
 - When we decided to set aside the responsibility for expanding the raised garden beds, our goal became achievable. We could not have completed these projects without the monetary and physical assistance of various organizations and volunteers. The help of the Pierce Conservation District was invaluable in our Rain Garden Rehabilitation
- ❖ Future
 - The church that meets at our building (Graceworks) that assisted with the digging out/spreading topsoil has agreed to maintain both the Rain Garden and the Vegetable Garden by weeding and watering and has made a Signup Genius for this. When we plant the rest of the Rain Garden this spring with the assistance of the Master Gardener, we will continue with this maintenance schedule.

STEP 5: SHARE YOUR STORY



- ❖ Communication within school
 - Our principal sent out pictures and a description of the Rain Garden Rehab in a e-newsletter. We also have a sign that explains what a Rain Garden does, as well as the organizations that assisted in the process
 - Our district has a communication tool that reaches all families in our district, and it was featured in 'Community Connections'
 - We will also be sharing this presentation with the SHSD School Board and the community
- ❖ Success
 - The front of our school is now aesthetically pleasing AND environmentally friendly. Its very presence initiates conversation about the important of plants, rain gardens, and clean water

Chloe Clark Rain Garden

What is a rain garden?

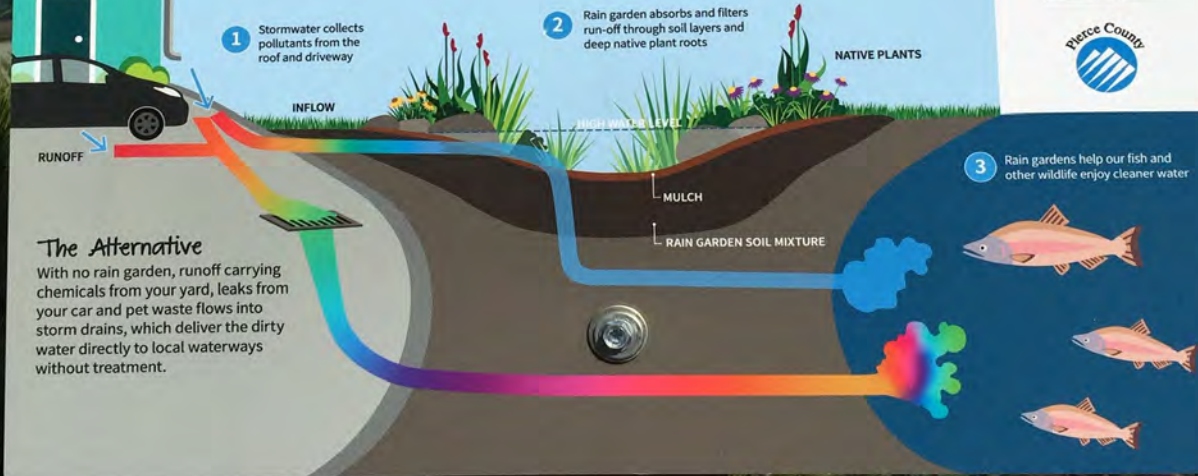
A rain garden is a shallow depression in a yard planted with a variety of flowers, shrubs and grasses.

Rain gardens help soak up rainwater from downspouts, driveways and sidewalks, while protecting our local waterways.

When planted with the right types of plants, rain gardens also attract bees, birds and butterflies.

Benefits of a rain garden:

- Absorbs water that runs off of pavement to reduce flooding
- Filters oil, grease and toxic materials
- Helps recharge aquifers
- Provides wildlife habitat



Thank you to our partners and sponsors!



STEP 6: CERTIFICATION!



“*Creating sustainable spaces that are beautiful and functional allows students to see the real-world applications of science in action!*”



Steilacoom Historical School District No. 1

Graduation Calculation – Class of 2019

The best education for EVERY student!

Overview

The Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA) requires a uniform and accurate measure of high school graduation rate that is comparable across States. The Office of Superintendent of Public Instruction (OSPI), requires all school districts to track their adjusted cohort graduation rate for each high school, and for the school district overall. The School Report Card posted on OSPI's website provides the district-wide graduation rate.

For Steilacoom Historical School District this includes Steilacoom High School, Steilacoom Pride Academy and the Futures program. The Futures program provides support for students with disabilities whose post-secondary outcomes includes supported employment. Steilacoom Pride Academy is a re-engagement program to support student's on-time graduation.

Formula for Graduation Rate

Beginning 9th graders + Transfers In – Transfers Out = Adjusted Cohort
Graduates ÷ Adjusted Cohort = Adjusted Cohort Graduation Rate

Class of 2019 (Steilacoom High School)

Four-Year Cohort Adjusted Graduation Rate

224 (ninth graders) + 47 (transfers in) – 56 (transfers out) = 215

197 Graduates ÷ 215 = **91.6%**

Continuing Students: 10

(4 Continuing Students as required by IEP)

Class of 2018 (Steilacoom High School)

Five-Year Cohort Adjusted Graduation Rate

245 (ninth graders) + 60 (transfers in) – 64 (transfers out) = 241

236 Graduates ÷ 241 = **97.9%**

Definitions

Adjusted Cohort: The group enters 9th grade for the first time, *adjusted* by adding students who transfer in, and deleting students who transfer out.

Adjusted Cohort Graduation Rate: Percent of students in a cohort that graduate in 4 or 5 years.

Assignment to Cohorts: Students who transfer into the district are assigned to the cohort in which the student started 9th grade for the first time.

Continuing Student: A student who "continues" attending the high school but did not graduate within four years. This may include a student whose Individual Education Program (IEP) requires the student continue attending until they age out of public school at 21 years.

Frequently Asked Questions

1. If a student completes their credit requirements in the summer after their fourth year of high school, are they counted as a graduate with their cohort/class?
Yes, if a student completes the requirements prior to the start of the school year.
2. When a student transfers into the high school, how is their cohort determined?
A student who transfers in should be assigned to the cohort in which the student started 9th grade for the first time.
3. If a student drops out, but then earns their GED within the four years – are they counted as a graduate with their cohort/class?
No, they may not be counted.

Steilacoom Historical School District No. 1
Financial Report - October 31, 2019
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of October 31, 2019 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	43,279,587	7,980,065	18.44%
Expenditures & Other Financing Uses	43,661,008	7,076,307	16.21%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(381,421)	903,758
Transfer to Capital Projects		(100,000)
Net Change in Unassigned Fund Balance		803,758

Fund Balances	9/1/2019	10/31/2019	Variance
Restricted for Carryover	200,000	177,137	-22,863
Committed for Other Purposes	25,369	0	-25,369
Unassigned Fund Balance	2,600,094	3,194,685	594,591
Unassigned Minimum Fund Balance	2,610,000	2,610,000	0
Fund Balance	5,435,463	5,981,822	546,360

Capital Projects Fund:

Fund Balance - Impact Fees \$525,262 - Turf Field Replacement \$300,000

Beginning Fund Balance		1,499,927	
GF Transfer to Capital Projects	100,000		
Revenues	40,365		
Expenses	0		
		140,365	
Ending Fund Balance 10/31/2019			1,640,292

	9/1/2019 Beginning Balance	10/31/2019 Ending Fund Balance	Variance
Debt Service Fund*:	3,950,862	6,935,696	2,984,834
Transportation Fund:	114,263	114,607	344
ASB Fund:	341,714	445,924	104,209

*12/1/2019 Principal and Interest - \$6,784,725; 6/1/2020 Interest payment - \$ 676,100

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	5,239,334	1,800,588.88	1,888,056.76		3,351,277.24	36.04
2000 LOCAL SUPPORT NONTAX	909,950	104,832.75	211,686.56		698,263.44	23.26
3000 STATE, GENERAL PURPOSE	28,564,251	2,255,723.25	4,793,963.09		23,770,287.91	16.78
4000 STATE, SPECIAL PURPOSE	6,243,599	444,219.04	942,631.44		5,300,967.56	15.10
5000 FEDERAL, GENERAL PURPOSE	281,500	.00	.00		281,500.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	2,038,453	132,939.17	143,727.22		1,894,725.78	7.05
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	2,500	.00	.00		2,500.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	43,279,587	4,738,303.09	7,980,065.07		35,299,521.93	18.44
B. EXPENDITURES						
00 Regular Instruction	24,537,988	2,033,278.06	4,368,473.39	19,163,531.04	1,005,983.57	95.90
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	5,833,090	481,295.91	957,340.06	4,869,830.84	5,919.10	99.90
30 Voc. Ed Instruction	2,253,471	167,700.94	356,512.66	1,540,739.28	356,219.06	84.19
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,076,705	93,672.62	191,051.58	818,237.38	67,416.04	93.74
70 Other Instructional Pgms	517,692	44,666.75	108,351.67	239,749.21	169,591.12	67.24
80 Community Services	0	3,609.02	7,747.54	37,423.54	45,171.08-	0.00
90 Support Services	9,442,062	628,574.44	1,086,829.75	6,704,349.11	1,650,883.14	82.52
Total EXPENDITURES	43,661,008	3,452,797.74	7,076,306.65	33,373,860.40	3,210,840.95	92.65
C. OTHER FIN. USES TRANS. OUT (GL 536)	100,000	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	481,421-	1,285,505.35	903,758.42		1,385,179.42	287.73-
F. TOTAL BEGINNING FUND BALANCE	4,585,369		5,078,064.05			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)	4,103,948		5,981,822.47			

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	200,000	177,137.32
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	25,369	.00
G/L 872 Committd 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	1,368,579	3,194,685.15
G/L 891 Unassigned Min Fnd Bal Policy	2,610,000	2,610,000.00
<u>TOTAL</u>	4,203,948	5,981,822.47
Differences	100,000-	.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 -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	100,000	30,121.51	40,364.95		59,635.05	40.36
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	100,000	.00	.00		100,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	200,000	30,121.51	40,364.95		159,635.05	20.18
<u>B. EXPENDITURES</u>						
10 Sites	50,000	.00	.00	0.00	50,000.00	0.00
20 Buildings	800,000	.00	.00	4,231.15	795,768.85	0.53
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	10,000	.00	.00	0.00	10,000.00	0.00
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>	860,000	.00	.00	4,231.15	855,768.85	0.49
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	660,000-	30,121.51	40,364.95		700,364.95	106.12-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	2,000,000		1,499,927.25			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	1,340,000		1,540,292.20			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restricted For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	.00
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restricted from Impact Proceeds	150,000	573,102.79
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	300,000	326,761.00
G/L 889 Assigned to Fund Purposes	890,000	640,428.41
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	1,340,000	1,540,292.20

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	7,670,120	2,846,369.78	2,983,413.32		4,686,706.68	38.90
2000 Local Support Nontax	20,000	548.78	1,420.24		18,579.76	7.10
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>	7,690,120	2,846,918.56	2,984,833.56		4,705,286.44	38.81
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	6,000,000	.00	.00	0.00	6,000,000.00	0.00
Interest On Bonds	1,500,000	.00	.00	0.00	1,500,000.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	7,502,500	.00	.00	0.00	7,502,500.00	0.00
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	187,620	2,846,918.56	2,984,833.56		2,797,213.56	> 1000
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,914,157		3,950,862.47			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	4,101,777		6,935,696.03			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	4,101,777		6,935,696.03			
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>	4,101,777		6,935,696.03			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES</u>						
1000 General Student Body	191,000	11,831.78	62,861.52		128,138.48	32.91
2000 Athletics	169,300	6,107.16	16,045.47		153,254.53	9.48
3000 Classes	96,100	5,984.10	11,710.10		84,389.90	12.19
4000 Clubs	476,600	55,177.28	73,572.73		403,027.27	15.44
6000 Private Moneys	15,700	.00	1,623.25		14,076.75	10.34
<u>Total REVENUES</u>	948,700	79,100.32	165,813.07		782,886.93	17.48
<u>B. EXPENDITURES</u>						
1000 General Student Body	231,326	4,022.72	5,159.96	10,781.03	215,385.01	6.89
2000 Athletics	220,902	14,340.26	26,126.24	32,787.83	161,987.93	26.67
3000 Classes	86,823	4,275.45	5,410.33	11,901.03	69,511.64	19.94
4000 Clubs	514,768	14,208.91	24,657.48	15,240.87	474,869.65	7.75
6000 Private Moneys	16,968	249.75	249.75	0.00	16,718.25	1.47
<u>Total EXPENDITURES</u>	1,070,787	37,097.09	61,603.76	70,710.76	938,472.48	12.36
<u>C. EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	122,087-	42,003.23	104,209.31		226,296.31	185.36-
<u>D. TOTAL BEGINNING FUND BALANCE</u>	270,217		341,714.41			
<u>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXX		.00			
<u>F. TOTAL ENDING FUND BALANCE</u>	148,130		445,923.72			
<u>C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	148,130		445,923.72			
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>	148,130		445,923.72			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2019 (September 1, 2019 - August 31, 2020)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of October, 2019

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	1,000	169.75	344.04		655.96	34.40
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	7,500	.00	.00		7,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>8,500</u>	<u>169.75</u>	<u>344.04</u>		<u>8,155.96</u>	<u>4.05</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>8,500</u>	<u>169.75</u>	<u>344.04</u>		<u>8,155.96</u>	<u>4.05</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>10,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>1,500-</u>	<u>169.75</u>	<u>344.04</u>		<u>1,844.04</u>	<u>122.94-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>105,362</u>		<u>114,262.74</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE</u>	<u>103,862</u>		<u>114,606.78</u>			
<u>(G+H + OR - I)</u>						
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	103,862		114,606.78			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>103,862</u>		<u>114,606.78</u>			

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

Steilacoom Historical School District

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

DATE: November 15, 2019

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

Melissa Beard
Dr. Melissa Beard, Chief of Finance and Operations

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

FUND NAME	WARRANTS (INCLUSIVE)				AMOUNT
<u>GENERAL FUND:</u>					
	Payroll	800855	to	800859	\$ 9,462.04
	Payroll A/P	126977	to	127000	\$ 865,896.25
	Payroll Taxes				\$ 532,096.11
	Direct Deposit				\$ 1,500,391.50
October 22, 2019	Accounts Payable	126929	to	126936	\$ 212.80
October 23, 2019	Accounts Payable	126937	to	126942	\$ 23,384.18
October 24, 2019	Accounts Payable	126943	to	126971	\$ 62,887.46
October 28, 2019	Accounts Payable	126972	to	126975	\$ 425.16
November 1, 2019	Accounts Payable	127001	to	127044	\$ 130,842.30
November 7, 2019	Accounts Payable	127045	to	127062	\$ 113,897.13
November 11, 2019	Accounts Payable	127063	to	127063	\$ 180.40
November 14, 2019	Accounts Payable	127064	to	127116	\$ 475,274.07
November 15, 2019	Accounts Payable	127117	to	127118	\$ 22,520.55
November 15, 2019	Accounts Payable	127119	to	127128	\$ 428.16
TOTAL GENERAL FUND:					\$ 3,737,898.11

CAPITAL PROJECTS FUND:

November 13, 2019	Accounts Payable	200363	to	200363	\$ 3,812.50
TOTAL CAPITAL PROJECTS FUND:					\$ 3,812.50

ASSOCIATED STUDENT BODY FUND:

October 21, 2019	Accounts Payable	404202	to	404245	\$ 3,441.53
October 22, 2019	Accounts Payable	404246	to	404248	\$ 211.00
October 29, 2019	Accounts Payable	404249	to	404249	\$ 14,904.30
October 30, 2019	Accounts Payable	404250	to	404255	\$ 12,922.77
November 7, 2019	Accounts Payable	404256	to	404264	\$ 5,443.45
November 13, 2019	Accounts Payable	404265	to	404267	\$ 7,772.85
November 15, 2019	Accounts Payable	404268	to	404268	\$ 87.00
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 44,782.90

TRANSPORTATION VEHICLE FUND:

	to	
	to	
TOTAL TRANSPORTATION VEHICLE FUND:		\$ -

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight, Secretary to the Board



Regular Meeting Minutes
Pioneer Middle School 1750 Bob's Hollow Lane DuPont, WA
Wednesday, October 23, 2019

STUDY SESSION:

- Agenda review

REGULAR MEETING:

I. CALL TO ORDER

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

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

All directors and Superintendent Weight present.

Director Schenk made a motion to approve the agenda with the amendment of moving the 2019-20 School Improvement Plans from the Consent Agenda to Old Business Item D; Director Pierce seconded the motion and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

- Gary Allen, DuPont, commented on SHS basketball coach hiring process

III. REPORTS

A. Local Records Grant

Executive Director Susanne Beauchaine introduced Melissa McGann and Celeste Johnston, who reported on the Local Records Grant. Questions and discussion followed.

B. Steilacoom High School Advanced Placement Scores

Steilacoom High School Assistant Principal Katie Redman reported on the 2018-19 school year Advanced Placement test data and demographics, changes made in the program, and plans for the future. Questions and discussion followed.

IV. CONSENT AGENDA

Director McDonald made a motion to approve the Consent Agenda as amended; Director Scott seconded the motion and the motion passed (5/0). The Consent Agenda included attached financial reports, September and October 2019 Accounts Payable including September 2019 Payroll, minutes from the September 25, 2019 Board Meeting and the October 9, 2019 Study Session, personnel reports, Steilacoom High School Music Boosters donation, and SHS DECA Fall Leadership Conference Field Trip Request.

Regularly scheduled meetings of the Board of Directors of the Steilacoom Historical School District 1 are digitally recorded.

V. OLD BUSINESS

A. Second Reading of Policy 4210 Regulation of Dangerous Weapons on School Premises

Director Pierce made a motion to approve Policy 4210 Regulation of Dangerous Weapons on School Premises and Policy 2413 Equivalency Credit for Career and Technical Education Courses; Director Schenk seconded the motion and the motion passed (5/0).

B. Second Reading of Policy 2413 Equivalency Credit for Career and Technical Education Courses

Director Pierce made a motion to approve Policy 4210 Regulation of Dangerous Weapons on School Premises and Policy 2413 Equivalency Credit for Career and Technical Education Courses; Director Schenk seconded the motion and the motion passed (5/0).

C. Resolution 856-10-23-19 Surplus of International Place Property

Director Scott made a motion to approve Resolution 856-10-23-19 Surplus of International Place Property; Director McDonald seconded the motion. Discussion followed. Motion passed (3/2).

D. Approval of 2019-20 School Improvement Plans

Director Schenk made a motion to approve the 2019-20 School Improvement Plans; Director Pierce seconded the motion. Discussion followed. Motion passed (5/0).

VI. NEW BUSINESS

A. First Reading of Policy 3207 Prohibition of Harassment, Intimidation and Bullying

Director McDonald made a motion to approve Policy 3207 Prohibition of Harassment, Intimidation, and Bullying; Director Scott seconded the motion and the motion passed (5/0).

B. First Reading of Policy 4130 Title I Parental Involvement

Director Schenk made a motion to approve Policy 4130 Title I Parental Involvement; Director Pierce seconded the motion and the motion passed (5/0).

C. Draft 2019-2025 Capital Facilities Plan

Superintendent Weight presented a draft of the 2019-2025 Capital Facilities Plan. Approval of the plan will take place at the November 20, 2019 Board meeting.

VII. COMMENTS FROM THE AUDIENCE

No comments.

VIII. BOARD COMMUNICATION

- Director Schenk received communication regarding the lateness of school buses.
- Director Scott received communication asking him to clarify his position on Standards Based Grading.
- Director McDonald received communication regarding 504/IEP processes and services available/not available.

IX. ANNOUNCEMENTS

- Director Scott announced Saltar's Point PTA is having a fundraiser tomorrow at Berry Dock in Steilacoom. 10% of the profits will be donated to the Saltar's Point PTA. SHS Girls' Swim team senior night is tomorrow at 3:30 pm at Clover Park High School. Anderson Island, Saltar's Point, and Cherrydale will be presenting at Kiwanis tomorrow morning.
- Director McDonald announced the SHS Cross Country meet on Saturday at Fort Steilacoom Park.
- Director Schenk thanked SHS Band Director, Matthew Vegh, for the percussion at last week's Cross Country meet.
- Chair Forbes would love to see Administration at Girls' Swim team senior night tomorrow at Clover Park High School.

X. ADJOURNMENT

Director McDonald made a motion to adjourn the meeting at 8:18 pm; Director Scott seconded the motion and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 11/20/2019						
Name	Position	Hours	Location	Effective Date	Action	Comment
DUSLAK JESSICA	PARAPROFESSIONAL	5.50	FUTURES	11/21/2019	NEW HIRE	
QUINTANILLA-CERON TANYA	PARAPROFESSIONAL	5.50	FUTURES	11/21/2019	NEW HIRE	

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

Personnel Report 11/20/2019					
Name	Position	Location	Effective Date	Amount	Comment
IVY RUSSELL	ASSISTANT GIRLS BASKETBALL COACH	HIGH SCHOOL	11/21/2019	4,079.25	
WRIGHT REGGIE	ASSISTANT BOYS BASKETBALL COACH	HIGH SCHOOL	11/21/2019	4,549.88	
HANSON CHANDA	ASSISTANT WRESTLING COACH	HIGH SCHOOL	11/21/2019	3,947.25	

FIELD TRIP REQUEST FORM

Complete at least ONE MONTH before proposed date of Field Trip

Date of Request: 11/07/2019

School: Steilacoom HS

Name of teacher(s) requesting field trip:

Nick Koubele

Proposed date(s) of field trip: 12/12-14/2019

Proposed destination(s):

Blaine HS and Birch Bay By World Mark

Departure time from School: 3:30 PM

Transportation by: ☐ Walking ☒ Bus ☐ Private Car

Return time to School: 9:00PM

Will students need lunch: ☒ Yes ☐ No

Content area(s) addressed: Wrestling Tournament

Description of proposed field trip:

2 Day Wrestling Tournament at Blaine HS

Description is attached in Detailed trip outline

Number of Students: 35

Number of Chaperones: 3


Learning Objectives (please attach itinerary):

Source of Funds:

Building Budget Account # _____ Cost \$ _____

ASB Account # Wrestling - 2016 Cost \$ 1,873


Individual Students Cost \$ 0 to be used for:

Teacher Name: Nick Koubele Signature: 

Teacher Name: _____ Signature: _____

Approve

Deny

Administrator Name: Mike Miller Signature: 

Board approval required for overnight, Eastern Washington or Out of State field trips.

Blaine Wrestling Trip

Overview-

We will be attending the Battle of the Boarder Wrestling tournament at Blaine HS. All male wrestlers will be able to compete in the tournament. Like last year, they are hosting a second day JV tournament for all of the kids that do not make it to day two. All wrestlers will leave on Thursday night with the team and return Saturday with the team.

We will be taking all coaches on this trip.

Nick Koubele and Randy Barkhurst – and Volunteer Coaches

Accommodations

We will be staying at the Birch Bay Resort by Windom in Blaine Washington. The Hotel rooms have full kitchens for cooking and storing food. Rooms House 4-8 Per Room. Rooms will be covered for all Kids, Coaches and Bus Driver.

Cost- \$1,873

Tournament Costs = \$300

Battle at the Boarder - \$300

Hotel Cost = \$1498

\$107 a night x 7 Rooms x 2 nights

Room for 35-40 People

Food = \$75

Breakfast Snacks = \$75

Schedule

Dec. 12th -Thursday

5:00PM - Leave SHS for Birch Bay Resort

All Male wrestlers with sign permission slips will depart Steilacoom HS and head for Blaine.

8:00PM- Go to Cost 1 Grocery Store

This will be the opportunity for the to purchase and food or snacks for the weekend, as well as their dinner for this night. All rooms have full kitchens and utensils to cook with.

9:00PM – Arrive at Birch Bay Resort

Check into rooms

Team Meeting in Lobby

10:30 – Bed Checks Lights Out

Coaches will check in on every room

Dec. 13th – Friday

8:00AM- Meet in Lobby

Breakfast and weight checks for those wrestling at Battle of the Boarder

10:00AM – Leave for Blaine High School

11:00AM – Weight In at Blaine HS

Team Mom made Bag Lunches available in stands

1:00PM- Wrestling Begins

Food will be available at concessions and bagged lunches from our team mom in the stands.

8:00PM – Leave Blaine HS for Birch Bay Resort

9:30PM – Team Meeting in Lobby

Go over which kids will be wrestling in the JV Tournament and who is still in the main event.

10:00PM – Coaches Bed Check

Dec. 14th – Saturday

6:00AM – Wake Up Call

6:30AM – Leave Hotel

Oranges, Bananas and granola bars available on the bus.

6:45AM – Battle at the Boarder Day 2

Leave the hotel and head to Blaine HS

7:15AM – Weigh ins

Weighins at Blaine HS

9:00AM- Wrestling Begins

There will be food available at concessions at the tournament.

5:00PM- Leave Blaine HS

We will be grabbing Dairy Queen in Lake Stevens on the bus ride home.

8:00PM- Arrive back at SHS



The best education for every student.

STEILACOOM

Historical School District No. 1

CAPITAL FACILITIES PLAN

2019 - 2025

November 2019

Steilacoom Historical School

District No. 1

511 Chambers Street
Steilacoom, WA 98388
(253) 983-2200

Board of Directors

Robert Forbes, Chair
Jason Pierce, Vice Chair

Samuel Scott
Steve Schenk
Jennifer McDonald

Dr. Kathi Weight, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

TABLE OF CONTENTS

	TAB
Introduction	1
Introduction	
District Statements and Core Values	
District Strategic Plan and Goals	
District Map	
School District Description	2
Location and Description of School Facilities	
History of Facilities	
Parcel Summary by Location	
Student Enrollment	3
School Capacities	
Student Enrollment Trends	
OSPI – Cohort Survival Enrollment Projections	
SHSD 2019-2025 Projected Enrollment	
Level of Service	4
Construction Plans	5
Finance Plan	6
Impact Fee Calculations	Enclosures 1 & 2

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BUILDING SITES

ADMINISTRATIVE OFFICE

511 CHAMBERS STREET

STEILACOOM, WA 98388

WEBSITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE

511 Chambers Street
Steilacoom, WA 98388

(253) 983-2200

(253) 584-7198 (fax)

Kathi Weight – Superintendent

Gwen Miller – Executive Asst. to Superintendent

CHERRYDALE PRIMARY SCHOOL

1201 Galloway
Steilacoom, WA 98388

(253) 983-2500

(253) 583-8478 (fax)

Ryan Douglas - Principal

Laura Johnson - Office Coordinator

CHLOE CLARK ELEMENTARY SCHOOL

1700 Palisades Blvd
DuPont, WA 98327

(253) 583-7100

(253) 964-0935 (fax)

Gary Yoho - Principal

DeAnn Thysens- Office Coordinator

SALTAR'S POINT ELEMENTARY SCHOOL

908 Third Street
Steilacoom, WA 98388

(253) 983-2600

(253) 581-9083 (fax)

Alex Clauson - Principal

Barbara Giannetti– Office Coordinator

ANDERSON ISLAND ELEMENTARY SCHOOL

13005 Camus Road
Anderson Island, WA 98303

(253) 884-4901

(253) 884-7835 (fax)

Susan Greer - Principal

Dana Ballou - Secretary

PIONEER MIDDLE SCHOOL

1750 Bob's Hollow Lane
DuPont, WA 98327

(253) 583-7200

(253) 583-7292 (fax)

JoAnne Fernandes- Principal

John Nystrom - Assistant Principal

Claudia Duenas - Office Coordinator

STEILACOOM HIGH SCHOOL

54 Sentinel Drive
Steilacoom, WA 98388

(253) 983-2300

(253) 983-2393 (fax)

Michael Miller - Principal

Jake Tyrrell - Assistant Principal

Katie Redman - Assistant Principal

Sharon Larson - Office Coordinator

TAB 1 INTRODUCTION

The Steilacoom Historical School District No. 1 has prepared this Capital Facilities Plan (CFP) to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years (2019-2025). The CFP is intended to be shared with the Town of Steilacoom, the City of DuPont and Pierce County. This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the 2019-2025 planning period;
- The new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, the school impact fee calculations based on the capacity projects necessary to address growth needs.

Residential development has historically preceded any school construction and has never progressed in an orderly and coordinated manner. Selection of school sites and the construction of schools have generally followed the construction of new homes. This historic process of school construction following residential growth has left a gap between available space and the student population. As a result, schools have commonly become overcrowded. Compounding the situation is the required time to acquire property, design facilities, acquire all necessary permits, and to construct facilities.

In the past, relief for overcrowded schools has primarily come from local residents who have supported tax levies and bond issues. Voter approval of school levies and bond issues is becoming more difficult as other interests vie for property tax dollars. In addition, many existing residents are questioning the equity of having to pay the full costs of the educational facilities needed to serve new residents. In an effort to overcome the perceived inequity of property tax supported levies and bond issues, school districts have sought conditions upon development activity to provide a share of the local financial support needed for the construction of school facilities.

This Capital Facilities Plan is designed to support the use of school impact fees as provided for under the 1990 Growth Management Act. Therefore, this Plan consists of:

- An inventory of the existing schools, support facilities and properties owned by Steilacoom Historical School District No.1;
- An enrollment history and projection for the 2019-2025 time frame;
- An identification of the District's current "level of service" with respect to capital facilities;
- A forecast of the District's need for new construction, modernization, and new construction-in-lieu-of modernization; and
- A plan that will finance the proposed construction projects within projected funding capacities and clearly identify sources of public money for such purposes. The CFP is designed to support school impact fees authorized by Pierce County, as implemented by

Steilacoom Historical School District No. 1 and other municipalities that may collect school impact fees on behalf of the District.

In addition, the CFP will also provide a basis for mitigation under the State Environmental Protection Act (SEPA) or the State Subdivision Act.

DRAFT

TAB 1 DISTRICT STATEMENTS AND CORE VALUES

DISTRICT VISION STATEMENT

"The best education for every student."

DISTRICT MISSION STATEMENT

The mission statement for the Steilacoom Historical School District No.1, in partnership with our communities, is to educate and prepare responsible citizens who can contribute and adapt in a changing world.

DISTRICT CORE VALUES

Academics

We commit to engage all students by using effective instructional practices, challenging students to reach their fullest potential.

Collaboration

We practice purposeful, professional, student-centered collaboration.

Climate

We ensure a positive, respectful and safe learning climate, responsive to students' individual needs.

Integrity

We commit to act with honesty and integrity, respecting all diversities.

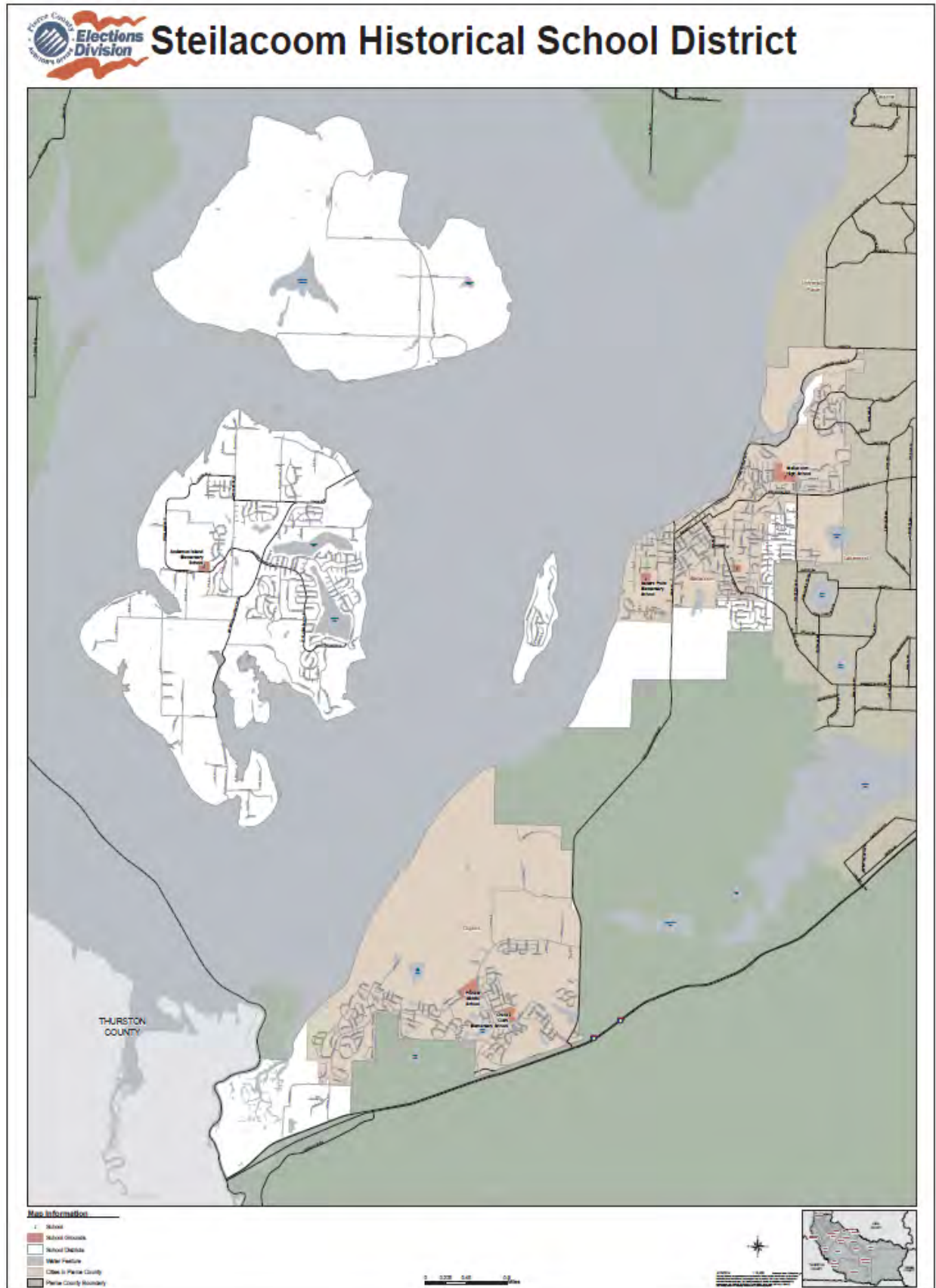
Community

We welcome and encourage family and community involvement, where each member of the school community is a valued partner.

Accountability

We, the SHSD learning community, share in the responsibility for attaining academic and fiscal goals by providing educators with the necessary tools and resources for success.

TAB 1 DISTRICT MAP



TAB II LOCATION AND DESCRIPTION OF SCHOOL FACILITIES

The chart below lists and describes each school facility site within the District. This represents the most accurate inventory of square footage (SF) for the individual facilities within the District as reviewed by District staff and included on the most recent OSPI ICOS Inventory. The numbers below do not include SF areas for portable buildings but do include covered outdoor play areas.

2017 Steilacoom Historical School District Facility Inventory			
School	Location	Grades	Square Footage
Anderson Island ES	Anderson Island	K-3 w/full day K and pre-K	11,366
Cherrydale Primary	Steilacoom	K-3 w/full day K and pre-K	42,083
Saltar's Point ES	Steilacoom	4-5 (all district)	55,235
Chloe Clark ES	DuPont	K-3 w/full day K and pre-K	59,333
Pioneer Middle School	DuPont	6-8 (all district)	103,128
Steilacoom High School	Steilacoom	9-12 (all district)	133,374

TAB II HISTORY OF FACILITIES

1. School District Building Data

<u>Date</u>	<u>Building</u>	<u>Cost</u>	<u>Location</u>
1851	Log Building	Unknown	Main & Commercial
1858	First Public School	\$450	Starling & Frederick
		Contributions/Partial Payment	
1892	Second Public School	\$10,000.00	Chambers & Sequash
1916-17	Third Public School	\$15,000.00	Chambers & Sequash
1952	All Purpose School	\$133,953.00	Chambers & Nisqually
1962	Cherrydale School	\$183,597.00	Galloway and C
1966	Cherrydale Addition	\$175,646.00	Galloway and C
1968	Pioneer Addition	\$405,422.00	Chambers & Nisqually
1969	Silver Beach Site	\$42,000.00	SOLD
1972	Saltar's Point School	\$605,860.00	Third & Beech
1976	Oakbrook Site	\$42,500.00	SOLD
	Consolidation with Anderson Island and DuPont School Districts		
1979	Acquisition of Laughon Jr./Sr. High School; Anderson Island and Harriet Taylor schools		
1981	Steilacoom High School	\$12 million	Sentinel Drive
1986	District Office	\$100,000	Steilacoom, WA
2000	Chloe Clark Elementary	\$1.7 million	Palisade Boulevard
2006	Chloe Clark Elementary	\$6.0 million	DuPont, WA
	School Addition/Modernization		
2007	Anderson Island Elementary	\$951,460	Anderson Island, WA
	New Multipurpose Room		
2008	New Pioneer Middle School	\$34.0 million	DuPont, WA
2008-2009	Steilacoom HS Addition	\$27.0 million	Steilacoom, WA
	/Modernization		
2011	Pioneer Middle School	\$461,967	DuPont, WA
	Classroom Air Conditioning		
2012	Saltar's Point Modular	\$724,000	Steilacoom, WA
	Classrooms		
2015	Remodel of SHS Classrooms	\$710,972	Steilacoom, WA

2. Land/Parcel Holdings and Disposition

Until 2012, the District owned a 30 acre parcel located in the City of DuPont at the intersection of Center Drive and International Place. The District sold this property and used a portion of the sale proceeds to acquire a 14.71 acre site located on Manchester Place within the City of DuPont and a 5.3 acre site located on International Place within the City of DuPont.

This 14.71 acre site in DuPont is intended to serve as the location for a planned new elementary school. The Board voted to surplus the 5.3 acre site on International Place at their October 23, 2019 meeting.

In its long range planning, the District's Board of Directors regularly analyzes smaller parcels owned by the District that cannot support the size of facilities at any grade level and considers the sale of those parcels to fund the District's long range capital facility or future land acquisition funding strategies.

In 2010, the District purchased a 13.5 acre parcel directly north of Steilacoom High School. It is the intent of the District and the Board to utilize a portion of this site for a future addition to the high school, additional parking and athletic fields. The timing of this expansion is subject to future Board consideration.

In 2011, the District sold to Pierce County two parcels totaling 3.0 acres as part of a land conservation grant program. This area is commonly referred to as the Cherrydale Woods. This land is adjacent to Cherrydale Primary School. In 2012, the District sold the remaining 1.64 parcel, referred to as Parcel C, to the Town of Steilacoom.

The structure known as the "Yellow House" (Tax Parcel Identification No. 2305000640) located to the east of the District Office at the SE corner of Chambers and Sequalish Street was sold in late 2012.

In November 2013, the board passed Resolution 810-11-13-13 to approve the surplus of 3.77 acre portion of Tax Parcel Identification No. 761500022 located immediately north of Steilacoom High School. A sale agreement was initiated but the deal fell through. The property remains available for purchase.

The Board passed in May 2014 Resolution 813-05-14-14 to surplus 2.76 acres of property located on Chambers Street, in Steilacoom, commonly known as "Chambers Field" (Tax Parcel Identification No. 66555200311). Chambers Field is located directly behind the District's existing bus garage at Sequalish Street. The property is for sale.

3. History of Capital Facility Planning and Construction

To meet increasing population and provide a sturdier building, the Town of Steilacoom approved in 1913 the construction of a new brick structure at the cost of \$15,000.

During the early part of the 1990's, about a dozen portable classrooms were placed to accommodate the growing enrollment at Cherrydale Primary School, Saltar's Point Elementary, and Pioneer Middle School. After the Town of Steilacoom placed a moratorium on the number of portables that could be sited, the District held public information meetings designed to inform residents about the critical situation. When the bond election was held in 1996 to approve general obligation bonds of \$38,000,000, voters rejected it. A second election, held in the following year was approved.

In 1997, voters approved by over 60%, a proposition for construction and improvements to the District's elementary schools and high school but rejected a second proposition to build a new middle school.

Instead, the old Steilacoom School serving as Pioneer Middle School underwent an extensive retro-fit to make the building earthquake safe. In addition, the cafeteria was remodeled and enlarged and the gymnasium floor was replaced. The results of that retro-fit were demonstrated during the February 28, 2001 earthquake. A portion of Proposition #1, or \$2,003,000, was designated for technology—computers, software and related equipment.

Following approval of the 1997 Capital Facilities Bond, plans were started for work on Cherrydale Primary School, Saltar's Point Elementary School, and Anderson Island Elementary School. To accommodate school-age students in the DuPont community, ground was broken in fall 2000 for a new elementary school. Chloe Clark Elementary School was dedicated in August 2001 and 180 students were enrolled for the following school year.

On May 17, 2005, District voters approved Steilacoom Historical School District No. 1 to issue \$55.9 million dollars in general obligation bonds to finance a 6-year construction program. The District received approximately \$17.1 million dollars in state match dollars to assist in funding.

The 2005 bond projects included:

- Completing Phase II of Chloe Clark Elementary School
- Building a new middle school
- Building an addition to Steilacoom High School
- Modernizing the existing portion of Steilacoom High School
- Building a new multi-purpose room at Anderson Island Elementary School
- Completing other priority renovations/modernization projects

Bond sales were executed in two phases: June 2005, \$22 million dollars and July 2006, \$33.9 million dollars. The 2005 bond projects are complete.

The board passed in November 2012 [Resolution 787-10-24-12](#) to approve the addition of a modular building containing two classrooms to be placed at Saltar's Point Elementary to accommodate enrollment growth. The two classrooms are now in place.

In 2008, the Board of Directors gave the Citizens Advisory Committee the task of exploring options regarding the buildings that make up the old Pioneer Middle School site. The Committee's recommendation included consolidation of all SHSD administrative offices into the 1918 building. The District converted the 1918 Building into an administrative building in August of 2014 which has enabled all of the District's administrative staff to be housed in one building.

4. Future Capital Facility Plans

The District's projected enrollment growth will continue to be focused in the near term at the elementary level but also with some growth at the secondary level. In 2010, the Washington State Legislature passed Substitute House Bill 2776, which required implementation of full day kindergarten by the school year 2017-18. Anderson Island Elementary began full day kindergarten in 2014, Cherrydale Primary in 2015, and Chloe Clark Elementary implemented full day kindergarten at the beginning of the 2016-17 school year. (SHB 2776 identified the potential of reduced class sizes for grades K-3. The District began implementation of class size reduction as reflected in the standard of service in this Capital Facilities Plan and expects to make further adjustments in future updates to the Capital Facilities Plans.) Existing capacity in elementary schools is also impacted by increased special education needs, increases in other programs such as ELL classes, and potential development on Anderson Island.

To meet these capacity needs, the Board envisions the need for another elementary school in DuPont. Chloe Clark Elementary School's Phase II & III projects have been completed. If a new elementary school is not constructed, the District would need to add additional classrooms at Chloe Clark. The Board of Directors and the District have explored options for the location of a new elementary school and find the acquired 14.71 acres in DuPont to be well suited as the location for a future elementary school. The District plans to construct this school during the six year planning period of this Capital Facilities Plan.

In addition, the District has reviewed options to increase capacity at all of the primary and elementary schools to allow for future expansion of existing programs such as special education and other programs. Two modular classrooms were added at Saltar's Point Elementary School. The District changed the grade level configuration of Anderson Island Elementary School at the beginning of the 2019-2020 school year. Anderson Island became a Pre-K through 3rd grade building, like the other two primary schools in the District. A classroom wing was recently renovated at Cherrydale Primary School to accommodate the need for an additional classroom and existing spaces at the schools have been modified to address capacity needs.

The Board of Directors expressed the need to relocate and build a facility to house maintenance and transportation staff and equipment for the District. With the sale of the 30 acre parcel in DuPont and the consequential acquisition of 5.3 acres on International Place in DuPont, conceptual design has been completed for a transportation/maintenance facility, with discussion continuing on where best to build the facility within the District boundaries.

The District's 2005 Capital Improvement Program and the approved conditional use permit for Steilacoom High School made provisions for the addition of four classrooms onto the new design of Steilacoom High School. The project was completed in January of 2015. The District purchased a 13.50 acre parcel adjacent to SHS in 2010. It is the intent of the District to consider using a portion of this site for a future addition to the high school, additional parking and athletic fields. This planning process began during the 2016-17 school year.

At Pioneer Middle School, four additional classrooms can be added, but a separate conditional use permit will be required before any construction. These potential build-outs could

accommodate up to 125 additional students at the middle and high school levels. The District will consider adding modular classrooms at Pioneer Middle School, as well as other schools within the district.

During the 2017-2018 school year, the District established a Long-Range Capital Facilities Planning Committee. The Committee met monthly to discuss future facility needs of the District and a recommendation to the Board of Directors was presented in January of 2019. The Board continues to discuss the priorities identified through the Long-Range Capital Facilities process, but agree that a new elementary school is the District's top identified priority.

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TAB II PARCEL SUMMARY BY LOCATION

The following tab contains information on the District's current property holdings.

The list of parcels and approximate square feet data is from Pierce County Assessor-Treasurer online database files:

School/Facility/Parcel Description	Address City	Pierce County Tax ID parcel #	Approximate acreage	Notes
Steilacoom High School	54 Sentinel Steilacoom	7615000681	32.50	With two easements from DSHS. 13.50 acres were purchased north of the HS in late 2010
Pioneer Middle School	1750 Bob's Hollow Lane DuPont	0119263011	20.00	
Old Pioneer Middle School Site	511 Chambers Steilacoom	2305000600	3.26	Converted into administrative building in 2014
Bus Barn and Upper Field	710 Chambers Steilacoom	6655200311 6655200161	2.76 .76	Currently for sale
Saltar's Point Elementary School	908 3 rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Cherrydale Primary School	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011; parcel 0219052047 was sold in 2012
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Camas Rd Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office Annex	510 Chambers St Steilacoom	2305000651	0.20	
Vacant Undeveloped Parcel	N/A Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Williamson Place DuPont	3001000010- 3001000050	14.71	Purchased in 2012
Vacant Undeveloped Parcel	International Place DuPont	3000390282	5.34	Purchased in 2012 District vote to surplus property on 10-23-19

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

Steilacoom Historical School District No. 1 has reviewed historical demographic trends and actual enrollments. The combined student population from the Town of Steilacoom, the City of DuPont, and Pierce County is expected to result in an overall increase in student enrollment due to increased residential growth within these communities. In addition, the implementation of full day kindergarten resulted in increased overall student enrollment.

Using brick and mortar enrollment figures, the District's elementary school enrollment (grades K-5) grew from 966 students in 2003 to 1,472 students in 2019. During that same period, the Middle School (grades 6-8) student enrollment grew from 529 students to 807 students. Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 974 FTE (headcount of 1,051 students) in 2019. Fall 2019 enrollment figures show continued growth at the elementary and secondary levels.

The actual and projected growth of the elementary school student population within the District led the District to implement the following grade configuration model for the 2019-20 school year:

- | | |
|---------------------------------------|--|
| a. Anderson Island Elementary School: | Grades Pre-K-3rd |
| b. Cherrydale Primary School: | Grades Pre-K to 3 rd |
| c. Chloe Clark Elementary School: | Grades Pre-K to 3 rd |
| d. Saltar's Point Elementary School: | Grades 4 th to 5 th |
| e. Pioneer Middle School: | Grades 6 th to 8 th |
| f. Steilacoom High School: | Grades 9 th to 12 th |

2. ENROLLMENT AND PROJECTIONS

The Washington State Superintendent of Public Instruction (OSPI) provides enrollment projections based on the "Cohort Survival" method. This method of enrollment projection uses historic patterns of student progression by grade level to measure the portion of students moving from one grade level up to the next cohort or grade. This ratio or survival rate is used in conjunction with current birth rates as a base for statewide enrollment projections. The OSPI system is useful, but has obvious inadequacies in representing the unique growth conditions of individual school districts. Historically, OSPI projections in growing school districts tend to underestimate the actual student enrollment growth. Furthermore, the OSPI projections do not wholly anticipate new students from new development within the District. As such, the OSPI projections are considered conservative.

In previous years, the OSPI projections for the District were skewed by the Washington State Virtual Academy enrollment numbers (which was discontinued in 2012) and did not reflect accurately the brick and mortar student enrollment. This was particularly true following the termination of the program in the District when the cohort projections dramatically declined in a manner that did not reflect reality. However, the OSPI projections now better reflect the

brick and mortar student enrollment history and provide a comparative basis for enrollment projections over the six year planning period.

School enrollment growth and distribution over the next six years in Steilacoom School District will be influenced by several factors. A primary factor will be overall population growth in the District.

The District is using a modified cohort projection for purposes of this Capital Facilities Plan. The modified cohort projection was prepared by a consultant and considers historic growth trends, future building plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. The following tables provide the District's historical enrollment data and the projections by grade level through 2025.

HISTORICAL STUDENT ENROLLMENT 2005-2019
ACTUAL FTE ENROLLMENTS ON OCTOBER 1st*

GRADES	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
K**	182	168	220	204	224	206	217	244	255	212	237	233	247	238	248
1 st Grade	169	200	192	235	232	224	223	231	234	256	223	263	242	245	269
2 nd Grade	191	187	211	199	238	240	255	234	214	229	271	215	256	237	261
3 rd Grade	198	208	196	231	211	241	242	249	227	207	243	267	220	258	248
4 th Grade	167	202	226	216	226	214	257	263	238	196	206	219	264	226	248
5 th Grade	184	171	206	236	219	234	244	246	264	252	208	216	228	262	223
6 th Grade	194	189	178	244	240	221	253	241	265	268	269	247	239	239	299
7 th Grade	183	185	200	194	242	227	238	261	236	247	277	280	242	249	247
8 th Grade	198	182	174	218	203	227	248	230	266	228	253	280	277	231	261
9 th Grade	180	208	202	199	232	205	242	226	224	247	231	255	278	291	232
10 th Grade	171	178	194	188	210	223	201	225	221	217	258	231	262	268	298
11 th Grade	158	167	152	197	187	219	223	204	226	212	215	238	173	231	251
12 th Grade	124	104	127	119	160	159	179	189	190	208	200	196	190	162	193
Total Enrollment	2,299	2,349	2,478	2,680	2,824	2,840	3,022	3,043	3,060	2,979	3,091	3,140	3,118	3,137	3,278

*Reflects brick and mortar only.

**Earlier years converted to full-day K for purposes of comparison with enrollment projections.

ENROLLMENT (FTE) BY GRADE SPAN

Enrollment by Grade Span	Oct. 2018*	Oct. 2019**	Projected Enrollment 2020-21	Projected Enrollment 2021-22	Projected Enrollment 2022-23	Projected Enrollment 2023-24	Projected Enrollment 2024-25
Elementary (K-5)	1,466	1,497	1,537	1,531	1,542	1,542	1,542
Middle School (6-8)	719	807	800	800	810	810	810
High School (9-12)	952	974	1,004	1,015	1,015	1,015	1,015
TOTAL	3,137	3,278	3,341	3,346	3,367	3,367	3,367

Source: Calm River Demographics October 2017 (complete report on file with District)

*Actual October 2018 FTE Enrollment.

**Actual October 2019 FTE Enrollment.

TAB IV LEVEL OF SERVICE

1. INTRODUCTION

The Growth Management Act (GMA) requires that school districts provide “level of service” or “school capacity” data as a component of their Capital Facilities Plan (CFP). The GMA was developed, in part, to help ensure public services, including schools, necessary to support development will be adequate to serve said development at the time the development is available for occupancy and use, without decreasing current service levels below locally established minimum standards. In other words, each public service needs to clearly define their service level so that service level can be maintained in the face of new development.

2. DEFINITION

The “level of service” is based on the number of classrooms available at each school and the desired average class load. Inherent in the level of service are the types and amounts of space required to accommodate the District’s adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimal facility size, class size, educational program offerings, as well as classroom utilization and scheduling requirements.

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. For example, State requirements related to full day kindergarten and reduced class sizes impact the level of service. In addition, traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education – resource and self-contained, special education 18-21 year old transitional program, English Language Learner (ELL), Title I, Learning Assistance Program (LAP), music education, highly capable, special education preschool, computer labs, career and technical education, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. For example, the District currently has approximately 398 students (approximately 12% of its total student population) participating in Special Education Programs. The District expanded special education programming in the 2016-17 school year to implement a 7th-12th grade Life Skills special needs classroom, which is housed at the high school. In the 2017-18 school year, the District implemented a 4th-6th grade Life Skills self-contained classroom, which is housed at Saltar’s Point Elementary School.

Variations in student capacity between schools often result in special or non-traditional programs offered at specific schools. These special programs require classroom space, which can reduce the permanent capacity of some of the buildings housing these programs. Some students, for example, leave their regular classroom for a short period of time to receive instruction in these special programs. Newer schools within the District have been designed to accommodate many of these programs. However, older schools often require space modifications to accommodate special programs, and in some circumstances, these modifications may reduce the overall classroom capacities of the buildings.

District educational program standards will undoubtedly change in the future as a result of changes in the program year, special programs, class sizes, grade span configurations, use of new technology, and other physical aspects of the school facilities. The school space inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District seldom considers portables as being ideal instructional space for students and/or staff members. By design, portable classrooms separate their occupants from the rest of a school's student body and/or staff members. In addition, the increased enrollments that portables afford serve to tax the "core" facilities of the permanent building(s); such spaces as the gymnasium, the library, the restrooms, the main office, and the food service facilities.

3. SUMMARY

The Growth Management Act (GMA) requires that school districts provide "level of service" or "school capacity" data to support requests for impact fees from residential developers. With respect to public schools, the "level of service" is a quantifiable measure of the capacity available to support the instruction of students.

Steilacoom Historical School District No. 1 has elected to define its "level of service" in terms of each student's share of the District's permanent school facilities, with reference to the District's standard for average class load and identification of classrooms available for regular instruction. The level of service (LOS) is dictated by the amount of space required to accommodate the District's adopted educational program. The LOS will change as the District changes its educational program and it must be reviewed and modified periodically.

Steilacoom Historical School District No. 1 has adopted an organization that houses kindergarten through fifth grade in elementary schools, sixth through eighth grade in middle school, and ninth through twelfth grade in high school.

The District has adopted a traditional calendar beginning in late August (prior to Labor Day) and ending in mid-June, and a traditional daily schedule with academic classes beginning between 7:35 a.m. and 9:05 a.m. and ending mid-afternoon. Although the District continues to study alternate organizations, calendars, and schedules, the District believes the adopted organization is educationally sound and reflects community values.

The District's educational program includes individual and small group work, as well as full class activities. Portable classrooms, which are neither intended for nor function as long term educational space, are excluded from the level of service calculation. Portables are considered adequate only for supplemental programs and interim housing.

The capacity for each facility is established by multiplying the regular classrooms available by the District's standard for average class load (the "Standard of Service"). Spaces used for special program needs are excluded from the definition of regular classrooms. Core facilities and special use facilities are compared to classroom capacity to confirm that facility capacity is not limited by limitations in core facilities.

The District's adopted Standard of Service is as follows:

	Standard of Service
High School	25 students/classroom
Middle School	25 students/classroom
Elementary	20 students/classroom

Using the Standard of Service and updated information regarding classroom utilization, the District's current facility capacity, current enrollment, and projected facility need, is as follows:

Facility	Area (SF)	Teaching Stations**	Existing Capacity (Based on Service Standards)	Actual October 2019 Enrollment	Projected 2024/25 Enrollment
Steilacoom High School	133,374	41	1,025	974	1,015
Pioneer Middle School	103,128	31	775	807	810
Saltar's Point Elementary*	55,235	17	340	474	
Anderson Island Elementary	11,366	2	40	16	
Cherrydale Primary	42,083	17	340	383	
Chloe Clark Elementary	59,333	25	500	599	
Total Elementary			1,220	1,472	1,542
Total Secondary			1,800	1,781	1,825

*Does not include modular classroom capacity.

**Regular classroom use only.

School District Cost Per Student*

Each year, Steilacoom Historical School District provides to Pierce County the costs expended per student as an update to the Capital Facilities Plan. Building and equipment costs at each educational facility are rounded up and reflect the District's capital improvement campaign costs as completed in 2010.

School Facility	Building Costs	Equipment Costs	Total Costs
Anderson Island Elementary School	\$ 946,000	\$ 50,000	\$ 996,000
Cherrydale Primary School	\$ 9,457,000	\$ 400,000	\$ 9,857,000
Chloe Clark Elementary School	\$ 9,727,000	\$ 450,000	\$10,177,000
Saltar's Point Elementary School	\$ 6,765,000	\$ 350,000	\$ 7,115,000
Pioneer Middle School	\$34,244,000	\$1,800,000	\$36,044,000
Steilacoom High School	\$30,597,000	\$ 630,000	\$31,227,000

The current cost per student based upon capacity enrollment figures is as follows:

Elementary Student	\$18,101
Middle School Student	\$42,405
High School Student	\$36,738

*Information as required by Pierce County. Reflects cost per student based on project costs and capacity identified at the time of construction of the relevant facilities. Does not reflect cost per student based upon updated facility construction costs and use.

TAB V THE DISTRICT'S CONSTRUCTION PLAN

1. INTRODUCTION

From district to district, it is common to find variations in the grade level configurations, class size requirements and instructional programs depending upon a local community's educational philosophy and the needs of the students to be served. Such variations between districts do impact the design and the cost of newly constructed school facilities.

In 2017, the district began a planning process with a Capital Facilities Advisory Committee made up of community members, staff, district officials, students, Town of Steilacoom and City of DuPont representatives. The Committee began their work in 2018. The purpose of the Steilacoom Historical School District's Facilities Advisory Committee (FAC) was:

- Establish a long-term Capital Projects Plan
- Recommend short- and long-term solutions related to the District's deferred maintenance, educational adequacy of schools, safety and security, future plans and use of district property; and
- Consider a future capital bond proposition.

The Capital Facilities Advisory Committee was presented data to study and evaluate the overall condition of district facilities to identify and prioritize potential facility modifications, replacements, additions and/or closures to best enhance student achievement opportunities, and support the ongoing economic development and a healthy community. This data included:

- Facility Condition Assessment - Deferred Maintenance;
- Educational Standards;
- Safety and Security Standards;
- Technology;
- School Capacity;
- Enrollment;
- Demographics; and
- Financial Data.

2. THE NEW CONSTRUCTION PROGRAM

The ability to move forward on the construction of any new school facility in the Steilacoom Historical School District hinges on many factors. First, the District needs to have local funding available to pay for the cost of new school facilities. Normally, school districts secure the majority of their local funds through the sale of general obligation bonds, as approved by the qualified voters of their districts. The authority to issue and sell such bonds rests in the Constitution and laws of the State of Washington, including RCW 28A.530.010 and RCW 84.52.056.

The State of Washington has set forth site size standards, as defined in WAC 392-342-020. Specifically, for an elementary school, the minimum standard is five (5) acres plus an additional

one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. For junior and senior high schools, the minimum standard is ten (10) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. These recommended acreages provide space for the school building(s) and the appropriate support facilities such as play fields, athletic facilities and parking.

Of particular importance to Steilacoom Historical School District No. 1, is the eligibility for State School Construction Assistance. Such State assistance is used along with local funds to pay for the cost of new school facilities. However, State monies cannot be used to purchase school sites, to make off-site improvements and/or fund those specific items spoken to in WAC 392-343-120. The formula for determining the exact amount of State funding assistance a district can receive is set forth in WAC 392-27-020.

To address capacity needs, the District plans to construct a new elementary school in the City of DuPont. The District is in early planning stages for this school but expects that it will be available for occupancy by 2024. The District's voters will need to approve a bond measure to fund the construction of this school. The District may also consider adding modular classrooms at Cherrydale Primary School and Pioneer Middle School. In addition, the District plans to construct a new Transportation/Maintenance Facility, perform field improvements, and address additional parking and sports requirements at Steilacoom High School.

3. SUMMARY

To accommodate enrollment growth, Steilacoom Historical School District No. 1 completed the 2005 Capital Improvement Program which benefitted four schools. The completion of Phases II and III to Chloe Clark Elementary School resulted in a student capacity increase from the original 175 student capacity. The 2,865 square foot multipurpose building at Anderson Island Elementary was added to accommodate up to 40 students. Pioneer Middle School, which can hold 775 students, opened in August 2008. The addition and modernization of the existing Steilacoom High School was completed in 2009. Steilacoom High School can now hold 1,025 students.

Currently, Pioneer Middle School, Saltar's Point Elementary, Chloe Clark Elementary and Cherrydale Primary are all over capacity based on Service Standards (see page 22).

To address projected long term growth in the District, the District plans to construct a new elementary school in DuPont and may add modular classrooms Cherrydale and Pioneer, all within the six year planning period of this Capital Facilities Plan.

TAB VI THE DISTRICT'S FINANCE PLAN

1. INTRODUCTION

The Steilacoom Historical School District No. 1 clearly recognizes the long-term value of capital facilities planning. The execution of the 2005 Capital Improvement Program, discussed earlier in this report, helped address the District's need for permanent facilities to accommodate students from new housing developments.

The District's long-planned modernization of its older facilities (Cherrydale, Saltar's Point, and Anderson Island Elementary Schools), construction of a future elementary school in DuPont, and the addition of modular classrooms is dependent on a means of financing modernization or new construction. The costs associated with new construction and modernization identified in the District's Construction Plan and anticipated state and local funding are presented in Tab 5. The District uses an impact fee methodology that is based upon the Pierce County school impact fee ordinance.

In this CFP, based on current enrollment projections and the need to construct a new elementary school to meet capacity needs related to growth, the District is requesting school impact fees.

The District's Funding Plan identifies the specific funding sources, amounts of funding, and the unique relationships that exist between funding sources for the projects spelled out in the District's Comprehensive Plan.

2. COST FACTORS

Factors: A number of factors influence the total cost and, specifically, the local share of any new school construction project. The major factors that impact the cost of new school construction are as follows:

1. The per acre cost of school sites will vary considerably from district to district. In general, the more urban the district tends to be, the more costly the school sites.
2. The acreage of available property and the use ability of acreage will not always match the preferred school site sizes.
3. The proximity of needed utilities (i.e., water, sewer, electricity, etc.) and roadways to a new school site are oftentimes a significant cost variable.
4. The nature of the instructional programs housed in school facilities drastically impact the cost of those facilities. The square foot cost of senior high schools is almost always higher than elementary and middle schools. The square footage costs of middle schools are usually higher than elementary schools. Specialized facilities for Vocational and Special Education programs can also increase construction costs.

5. The posture of the local governmental planning agencies (i.e., City or County) will affect such items as off-site street improvements, landscaping, street signaling, and signage, etc.
6. The “bidding climate” at the time a new school project comes on line is terribly important. Normally, the less construction work available the more competitive the general contractors become and vice-versa.
7. The experiences and competence of the lowest bidding and general contractor and their major subcontractors can also impact the final cost of any new school project.
8. The State’s “funding assistance percentage”, as determined in accordance with the formula set forth in RCW 28A.525.166, establishes the relationship between the local and state funding of any new school construction project.
9. The enrollment projection provisions of the State’s “space allocations” determine just how much area of a new school facility will be eligible for State School Construction Funding Assistance. Building a new school (i.e., elementary, middle, senior high) without full “unhoused” eligibility increases the amount of local funds that have to go into a project.
10. The State funding assistance formula also impacts the level of state financial assistance. See WAC 392-343-060.

Site Acquisition: The first major expense of any new school construction project is the cost to purchase the site. Property acquisition cannot be funded with State School Construction Funding Assistance. Land costs are strictly a local school district expense.

In addition to the location, site size and availability to utilities, other factors can also impact the cost of school sites. For example, the general condition of the real estate market, zoning and the overall construction suitability of a site do influence the price.

Construction Estimates: The second major expense of any new school construction project is the cost of actually developing the site and constructing the buildings(s). Such costs include payment for planning, designing, engineering, constructing, furnishing, and equipping new school facilities. In addition, at times, new portable classrooms are purchased and sited at new schools and/or existing portable classrooms are moved to new school sites.

3. FUNDING SOURCES

School districts utilize budgets consisting of a number of discrete funds. However, for the most part, the capital needs of any school system are addressed with the Capital Projects Fund and the Debt Service Fund.

1. The Capital Projects fund is used for purposes such as: (a) to finance the purchase and development of school sites; (b) the construction of new facilities and the modernization of existing facilities; and (c) the purchase of initial equipment, library books and textbooks for new facilities. Revenues accruing to the Capital Project Fund come primarily from bond sale proceeds, capital levy collections, and state matching funds. However, Revenues from the General Fund, the sale of property and contributions can also be accrued to the Capital Projects Fund. School impact fees and mitigation fees are maintained in segregated accounts.
2. The Debt Service Fund is used as a mechanism to pay for bonds. When a bond issue passes, a school district sells bonds that have a face value and an interest rate. Local property taxes are adjusted to provide the funds necessary to meet the approved periodic payments on sold bonds. The proceeds from the taxes collected for this purpose are deposited in the Debt Service Fund and drawn out for payments at the appropriate times.

As noted earlier, school districts receive funds for capital program purposes from a variety of sources. Those sources are described as follows:

Bonds: Bonds are financial instruments having a face value and an interest rate, which is determined at the time and by the conditions of their sale. Bonds are backed by the “full faith and credit” of the issuing school district and may be paid from proceeds derived from a specific increase in the property taxes for that purpose. The increase in the taxes results in an “excess levy” of taxes beyond the constitutional limit, so the bonds must be approved by a vote of the people in the jurisdiction may not exceed five (5) percent of the assessed value of the property within that jurisdiction at the time of issuance. Bonds are multi-year financial instruments, generally issued for 10-20 years. Because of their long-lasting impact, they require both an extraordinary plurality of votes and a specific minimum number of voters for validation. The positive votes must equal or exceed 60 percent of the total number of voters in the school district who cast ballots in the last general election.

Proceeds from bond sales are limited by bond covenants and must be used for the purpose(s) for which the bonds are issued. They cannot be converted to a non-capital or operating purpose. The life of the improvement resulting from the bonds must meet or exceed the term of the bonds themselves.

Capital Levies: Capital Levies differ from bonds in that they do not result in the issuance of a financial instrument and, therefore, do not affect the “bonded indebtedness” of a school district. This method of financing is a straight increase in property tax rates to produce a voter-approved dollar amount. The amount generated from the capital levy is then available to a

district in the approved year. The actual levy rate itself is determined by dividing the number of dollars approved by the assessed valuation of the total district at the time the taxes are set by the County Council. While a typical period for capital levies is one or two years, they can be approved for up to a six-year period at one election. The amounts to be collected are identified for each year separately and the tax rates set for each individual year. Like bond issues, capital levies must be used for the specific capital purpose(s) that they were passed. They cannot be converted to a non-capital or operating purpose.

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), on behalf of the State Board of Education, has determined that Steilacoom School District's 2019 funding assistance ratio is 55.69% percent for those expenses that are defined as eligible for state funding assistance. However, the District's planned capacity project included in this six-year plan, a new elementary school, will not qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation (formerly, the "Boeckh Index"). The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2019 was \$232.10 per square foot.

The formula for determining the amount of state matching support can be expressed as $A \times B \times C = D$, where

- A= eligible area (determined by OSPI's student square footage allowances)
- B= The Construction Cost Allocation (in dollars per square foot)
- C= A school district's applicable state funding assistance rate
- D= the amount of state fiscal assistance to which a district will be entitled. Qualification for state matching funds involves an application process. Districts may submit information for consideration by the State Board of Education, which meets once every two months during the year. Once approved, the district qualifies for matching funds in a sequence, which recognizes the existing approvals of previous submittals. Failure of a school district to proceed with a project in a timely manner can result in loss of a district's "place in line".

New construction projects are eligible for a state reimbursement at 100% of the Construction Cost Allocation for matchable construction costs. At this time, the Washington State Legislature have approved that Modernization of new-in-lieu-of replacement projects are eligible for state reimbursement at 100% of the Construction Cost Allocation.

Funds for the state match come from the Common School Construction Fund using revenues accruing predominately from the sale of renewable resources, primarily timber, from state school lands being set aside by the Enabling Act of 1889. If these sources are insufficient to meet current needs, the legislature can appropriate additional funds or the Superintendent of Public Instruction can prioritize projects for funding.

Market demand for timber and wood products has been declining over the past decade, resulting in a substantial decrease in state matching revenues. Efforts in the State Legislature to supplement timber-generated revenues with general fund monies have been only partially successful. As noted in WAC 392-343-057, in the event that state matching monies are not available to fund a specific school project, then school districts may proceed at their own financial risk. At such time state monies do become available, reimbursement will be made to the district for the state's share of said project.

The District is currently not eligible for state reimbursement for new construction.

Impact Fees: According to RCW 82.02.050, the definition of an impact fee is *"... a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. "Impact fee" does not include a reasonable permit or application fee."*

Impact Fees can be collected where a District demonstrates an "un-housed student need" as determined by applying the district's level of service to projected growth from new residential development. The amounts to be charged are calculated based on the costs for providing the space for the projected number of students in each residential unit.

The District determines the cost per unit by using a student generation rate. The Pierce County School Impact Fee Ordinance, Table 4A-1 of Chapter 4A.30 of the Pierce County Code, identifies the school impact fee formula and defines the "Student Factor" as follows:

"Student Factor" is the number derived by a School District to describe how many students of each grade span are expected to be generated by development activity. Student factors shall be based on District records of average actual student generated rates for new developments constructed over a period of not more than five years prior to the date of the fee calculation; provided that, if such information is not available in the District or if there are no developments in the District similar to that being proposed, the District may use data from districts with similar demographics, or, if no other data sources are reasonably available, county-wide averages.

For purposes of this year's CFP, the District is relying on a 2019 student generation rate study prepared by an independent consultant. The District has, in previous updates to its Capital Facilities Plan, used student factors from nearby school districts where the sample size of development within the District has not been adequate to produce a reliable District-specific student factor. The District will revisit student generation rates in future updates to the Capital Facilities Plan.

The Student Factors are as follows:

Single Family Dwelling Units:

Elementary – K through 5:	.483
Middle School – 6 through 8:	.103
High School – 9 through 12:	.138

Total: .724

Multi-Family Dwelling Units:

Elementary – K through 5:	.024
Middle School – 6 through 8:	.030
High School – 9 through 12:	.048

Total: .101

Source: 3 Square Blocks (2019 study on file with District).

For impact fees, the District's Board of Directors must first adopt a Capital Facilities Plan with recommended fees and then, the towns, cities, and counties located within the District boundaries must then adopt a school impact fee ordinance and adopt or update the District's recommended fee. Within the Steilacoom Historical School District, those general government jurisdictions include the Town of Steilacoom, the City of DuPont and Pierce County.

Furthermore, developers may contribute properties which will have value to a district. In such cases, the developer is entitled to a credit for the actual cost of the provided property. This credit can reduce or eliminate the mitigation or impact fee that would be chargeable under the mitigation/impact fee calculation.

The District collects school impact fees from new residential development in unincorporated Pierce County and the Town of Steilacoom. The City of DuPont must adopt a school impact fee ordinance for the City to collect school impact fees on behalf of the District. The Pierce County school impact fee ordinance requires that the calculated fee be discounted by 50% and, in addition, artificially caps fees and updates the capped fee each year based upon an escalation factor. The Town of Steilacoom generally uses the District's recommended fee as a basis for the fee amount.

As noted above, the District utilized an independent consultant to research the student generation rate specific to the District. The District plans to update the student generation study going forward. The District will make decisions regarding any future adjustment to the impact fee as the CFP is updated annually.

Enclosures 1 through 2 to this tab include the District's 2019 impact fee calculations and data.

5. THE DISTRICT FUNDING PLAN

The District's Funding Plan is designed to identify the specific funding resources, the amounts of funding needed and the unique relationships that exist between funding sources for each of the capital projects set forth in the District's Construction Plan. The District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the new elementary school will cost approximately \$23,000,000 (hard construction costs only). The District's voters will need to approve a bond measure to fund construction of the new school. Impact fee revenue will also be used to fund the planning and construction of any new school or additions to existing schools identified as growth related projects.

The District's excess assessed value is \$3,641,046,010.

Other minor sources of funding include grants, bequests, and proceeds from the sales of excess property. They are usually a small part of the total financing package.

ENCLOSURE 1 (Impact Fee Planning Factors) to TAB VI District Finance Plan

Student Factors-Single/Multi-Family

Elementary	.483/.024
Middle School	.103/.030
High School	.138/.048

Temporary Facilities Costs

Elementary
Middle School
High School

Student Capacity Per Facility

Elementary	300-500
Middle School	500-600
High School	1,300

Permanent/Temporary Square Footage

Elementary	168,017/1,927
Middle School	103,128
High School	133,374
Total	398,553/1,927

Site Acreage Site

Elementary	15 acres
Middle School	25 acres
High School	40 acres

State Funding Assistance

Rate: 55.69% (currently not eligible)

Construction Cost Allocation \$232.10

Site Cost per Acre

Elementary
Middle School
High School

Gen. Obligation Bond Interest Rate

Current Bond Buyer Index 4.490%

New Facility Construction Cost

Elementary (475) \$23,000,000

District Debt Service Tax Rate

Current \$/1,000 \$2.372

SPI Square Footage per Student

Elementary (K-5)	90
Middle School (6-8)	117
High School (9-12)	130
Special Education	144

Average Assessed Value

Single Fam. Res.	\$366,782
Multi-Family Res.	\$306,177
P.C. Assessor-Treasurer	

ENCLOSURE 2 (Impact Fee Single/Multi-Family Dwelling Unit) to TAB VI District Finance Plan

DRAFT

STEILACOOM HISTORICAL SCHOOL DISTRICT							
SCHOOL IMPACT FEE CALCULATION							
2019							
School Site Acquisition Cost:							
((AcresxCost per Acre)/Facility Capacity)xStudent Factor							
				Student	Student		
	Facility	Cost/	Facility	Factor	Factor	Cost/	Cost/
	Acreage	Acre	Capacity	SFR	MFR	SFR	MFR
Elementary	12.00	\$ -	475	0.483	0.024	\$0	\$0
Middle	25.00	\$ -	600	0.103	0.030	\$0	\$0
High	40.00		1,200	0.138	0.048	\$0	\$0
						\$0	\$0
School Construction Cost:							
((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)							
				Student	Student		
	%Perm/	Facility	Facility	Factor	Factor	Cost/	Cost/
	Total Sq.Ft.	Cost	Capacity	SFR	MFR	SFR	MFR
Elementary	99.99%	\$ 23,000,000	475	0.483	0.024	\$23,385	\$1,162
Middle	99.99%	-	600	0.103	0.030	\$0	\$0
High	99.99%		1,200	0.138	0.048	\$0	\$0
						\$23,385	\$1,162
Temporary Facility Cost:							
((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)							
				Student	Student	Cost/	Cost/
	%Temp/	Facility	Facility	Factor	Factor	SFR	MFR
	Total Sq.Ft.	Cost	Size	SFR	MFR		
Elementary	0.01%	\$ -	20	0.483	0.024	\$0	\$0
Middle	0.01%	\$ -	25	0.103	0.030	\$0	\$0
High	0.01%	\$ -	25	0.138	0.048	\$0	\$0
					TOTAL	\$0	\$0
State Funding Assistance Credit:							
CCA x OSPI Square Footage x Funding Assistance % x Student Factor							
				Student	Student		
	Current	OSPI Square	District	Factor	Factor	Cost/	Cost/
	CCA	Footage	Funding %	SFR	MFR	SFR	MFR
Elementary	\$ 232.10	90	0.00%	0.483	0.024	\$0	\$0
Junior	\$ 232.10	117	0.00%	0.103	0.030	\$0	\$0
Sr. High	\$ 232.10	130	0.00%	0.138	0.048	\$0	\$0
					TOTAL	\$0	\$0
Tax Payment Credit:							
						SFR	MFR
Average Assessed Value						\$366,782	\$306,177
Capital Bond Interest Rate						4.49%	4.49%
Net Present Value of Average Dwelling						\$2,903,670	\$2,423,884
Years Amortized						10	10
Property Tax Levy Rate						\$2.37	\$2.37
Present Value of Revenue Stream						\$6,882	\$5,745
Fee Summary:							
				Single	Multi-		
				Family	Family		
Site Acquisition Costs				\$0	\$0		
Permanent Facility Cost				\$23,385	\$1,162		
Temporary Facility Cost				\$0	\$0		
State Funding Credit				\$0	\$0		
Tax Payment Credit				(\$6,882)	(\$5,745)		
FEE (AS CALCULATED)				\$16,503	(\$4,583)		
REQUIRED LOCAL SHARE ADJUSTMENT				\$8,251.67	(\$2,291)		
(PER ORDINANCE)							
FINAL FEE				\$8,252	\$0		

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: November 20, 2019

Policy 1112 – Director Orientation

Strategic Focus Area

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

BACKGROUND INFORMATION

In preparation for upcoming Board Director orientation, we have updated Policy 1112-Director Orientation, to be aligned with WSSDA model policy and the current practices of our school district.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 1112 – Director Orientation.

Report prepared by:

Dr. Kathi Weight, Superintendent

DIRECTOR ORIENTATION

The board will help newly-elected or appointed directors to understand the policies and procedures of the board. To facilitate this process, new directors will be provided with:

- WSSDA publications (~~e.g., Open Public Meetings, Conflict of Interest, Governing Through Policy, Parliamentary Procedure~~) and resources;
- ~~Board, Superintendent and District~~ District Goals;
- Mission, Vision and Core Value Statements
- Board policies, operating protocol summary and administrative procedures;
- Student rights, responsibilities and conduct;
- Student ~~and staff handbooks from individual schools~~ and Parent Handbook;
- Collective bargaining agreements;
- District and School budget(s);
- Financial status reports (most recent copies) ~~and chart of accounts~~;
- Board minutes (past year);
- Capital Facilities Plan;
- ~~Asset Preservation Plan~~;
- Achievement test results and relevant data for evaluating student learning; and
- Job descriptions of the Superintendent, Principals and those who report directly to the Superintendent;
- ~~Superintendent Contract~~;
- ~~School Contact List~~;
- ~~District School Calendar~~;
- ~~District Organizational Chart~~

The board chair or a designee and the superintendent will assist each new director in the review of these materials and will review the role and function of the various administrators employed by the district. The orientation will include, as per district policy, how to: (1) arrange for visits of school or administrative offices; (2) request information regarding school operations; (3) respond to a complaint concerning staff or program; and (4) handle confidential information.

Directors will be encouraged to attend meetings, workshops and conferences to increase their knowledge and competencies.

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 4.23.08, 5.25.11; 11.20.19

Reviewed: 11.27.17

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

Resolution No. 857-11-20-19

WHEREAS school directors are elected before, but take office after, the Annual Conference of the Washington State School Directors' Association; and

WHEREAS it is to the advantage of the District to have its directors and directors-elect attend the workshops and orientation programs at the Conference and to exchange ideas with school directors from elsewhere in the state;

NOW, THEREFORE, BE IT RESOLVED that those persons newly elected November 5, 2019, to the Steilacoom Historical School District #1 Board of Directors be designated to attend the Annual Conference of the Washington State School Directors' Association, to be held November 21 – 24, 2019, as representatives of the District.

Expenses of the representatives shall be paid by the District in the amounts and in the manner permitted by the law and the directors and representatives shall make a conference report to the Board at the first regularly scheduled meeting of the Board in January.

Signed, this 20th day of November, 2019.

Chair

ATTEST

Secretary/Superintendent