



Regular Meeting Agenda

Steilacoom Historical School District Board of Directors

Anderson Island Elementary School 13005 Camus Road Anderson Island, Washington

STUDY SESSION: There will be no Study Session prior to this school board meeting.

9/28/2016 06:30 PM

I. CALL TO ORDER

(Action)

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

II. COMMENTS FROM THE AUDIENCE

(Information)

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

III. INTRODUCTION OF ANDERSON ISLAND STAFF

(Information)

Presenter: Susan Greer

IV. PRESENTATION

(Information)

Presenter: Anderson Island Elementary Staff and Students

V. REPORTS

a. Legislative Assembly

(Information)

Presenter: Don Denning

b. Substance Abuse Committee Report

(Information)

Presenter: Paul Harvey

[Substance Abuse Prevention Committee Report.pdf \(p. 5\)](#)

c. Safety Advisory Committee Report

(Information)

Presenter: Jim Brittain

[Safety Advisory Committee Report.pdf \(p. 7\)](#)

VI. APPROVAL OF MINUTES

- a. **August 25, 2016 Board Meeting Minutes** (Action)
[Minutes 8.25.16.pdf \(p. 9\)](#)
- b. **September 14, 2016 Special Meeting Minutes** (Action)
[Minutes Special Session 9.14.16.pdf \(p. 12\)](#)
- c. **September 14, 2016 Study Session Minutes** (Action)
[Minutes Study Session 9 14 16.pdf \(p. 13\)](#)

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 August 2016 Payroll and August & September 2016 Accounts Payable.pdf \(p. 15\)](#)
- [Approval of Financial Reports.pdf \(p. 97\)](#)
- [Approval of Certificated Personnel Report.pdf \(p. 105\)](#)
- [Approval of Classified Personnel Report.pdf \(p. 106\)](#)
- [Approval of Co-Curricular Personnel Report.pdf \(p. 107\)](#)
- [Approval of Resolution 833-09-28-16 Cancellation of Warrants.pdf \(p. 109\)](#)
- [Approval of SHS Choir Travel Requests \(Fall 2016 and Spring 2017\).pdf \(p. 111\)](#)

VIII. OLD BUSINESS

- a. **Second Reading of Policy 2145 Suicide Prevention** (Action)
Presenter: Paul Harvey
[Second Reading of Policy 2145.pdf \(p. 115\)](#)
- b. **Second Reading of Policies 3122 Excused Unexcused Absences, 3240 Student Conduct Expectations and Reasonable Sanctions and 3241 Classroom Management Discipline and Corrective Action** (Action)
Presenter: Susanne Beauchaine
[Second Reading of Policies 3122, 3240 and 3241.pdf \(p. 118\)](#)
- c. **Update on School Resource Officer** (Information)
Presenter: Kathi Weight
- d. **Discussion of 2016 - 2017 Board Goals** (Information)
[DRAFT 2016-17 Board and District Goals.pdf \(p. 129\)](#)
[Draft Goals 2016-17.pdf \(p. 136\)](#)

IX. NEW BUSINESS

- a. **First Reading of Policy 3210 Nondiscrimination** (Action)
Presenter: Susanne Beauchaine
[First Reading of Policy 3210 \(minor revisions\).pdf \(p. 137\)](#)

- b. **First Reading of Policy 3246 Restraint, Isolation and Other Uses of Reasonable Force** (Action)
Presenter: Susanne Beauchaine
[First Reading of Policy 3246 \(minor revisions\).pdf \(p. 140\)](#)
- c. **First Reading of Policy 3115 Homeless Students Enrollment Rights and Services** (Action)
Presenter: Nancy McClure
[First Reading of Policy 3115 \(minor revisions\).pdf \(p. 143\)](#)
- d. **First Reading of Policy 4217 Effective Communication** (Action)
Presenter: Kathi Weight
[First Reading of Policy 4217.pdf \(p. 148\)](#)
- e. **First Reading of Policy 4218 Language Access Plan** (Action)
Presenter: Kathi Weight
[First Reading of Policy 4218.pdf \(p. 151\)](#)
- f. **First Reading of Policies 5001 Hiring Retired Employees & 5610 Substitute Employment** (Action)
Presenter: Kathi Weight
[First Reading of Policies 5001 and 5610 \(minor revisions\).pdf \(p. 154\)](#)
- g. **First Reading of Policy 1450 Absence of a Board Member** (Action)
Presenter: Kathi Weight
[First Reading of Policy 1450 \(minor revisions\).pdf \(p. 159\)](#)
- h. **First Reading of Policy 2027 Ownership of Staff Created Work** (Action)
Presenter: Paul Harvey
[First Reading of Policy 2027.pdf \(p. 162\)](#)
- i. **First Reading of Policy 2170 Career Technical Education** (Action)
Presenter: Paul Harvey
[First Reading of Policy 2170 \(minor revisions\).pdf \(p. 164\)](#)
- j. **First Reading of Policy 2555 Alternative Learning Experience** (Action)
Presenter: Paul Harvey
[First Reading of Policy 2255 \(minor revisions\).pdf \(p. 167\)](#)
- k. **First Reading of Policy 2412 Diplomas for Veterans** (Action)
Presenter: Paul Harvey
[First Reading of Policy 2412 \(minor revisions\).pdf \(p. 171\)](#)
- l. **First Reading of Policy 2421 Promotion and Retention** (Action)
Presenter: Paul Harvey
[First Reading of Policy 2421 \(minor revisions\).pdf \(p. 173\)](#)

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 be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

XI. BOARD COMMUNICATION	(Information)
XII. ANNOUNCEMENTS	(Information)
XIII. ADJOURNMENT	(Action)

To: Steilacoom Historical School District No.1 Board of Directors
From: Paul Harvey, Executive Director of Student Achievement
Date: September 28, 2016
Subject: Report on the Substance Abuse Prevention Committee

The Substance Abuse Prevention and Intervention Advisory Committee met for the first time September 19th at the district office PDC.

The committee presently consists of the following members:

Name	Role
Barbara Burns	Counselor
Kelly Christie	Counselor
Kris Harper	District Nurse
Krista Lallemand	Assistant Principal
Lisa Slater	Teacher
Paul Harvey	Director
Ryan Douglas	Principal
Sam Scott	Director
Susan Greer	Principal
Tutrecia Baker	Community Partner
Zach Miller	Counselor

Others have expressed interest, though they could not make the meeting. The committee also wants to expand its parent representation. Everyone who contacts Paul Harvey will be placed on the email distribution list regarding meeting information and actions.

The committee reviewed policy 2121 and procedure 2121P, and understood the purpose of the policy, which includes: a welfare focus for students; support as a priority over punishment; prevention and education; school climate; school staff roles; and needs assessments. The committee saw the structure of support for prevention, intervention, and instruction for each building in table form. Support teams for each building were listed and the frequency and focus were described.

The needs of the district were discussed by reviewing suspension data related to tobacco, marijuana, alcohol, and other drugs. Committee members noted the small increase of discipline incidents (+2) for the past school year and also that marijuana was the area where the increase occurred the most. Discussion followed

regarding how legalization may be affecting acceptance and use of marijuana in the larger community.

The committee then looked at Healthy Youth Survey results from 2014 regarding marijuana. Members noted the data that supported parent and community attitudes having an effect on use by students.

Tacoma-Pierce County Health representative Tutrecia Baker explained the impacts that marijuana retail has had on attitudes and use. She also explained the awareness campaign being launched to inform the community on marijuana's harmful effects. She also mentioned programs and actions aimed at other drugs and community needs like mental health support.

The committee briefly reviewed possible evaluation criteria related to the district's policies and practices with suggestions to track use, referrals, and parent communication.

Paul Harvey announced the winning of the LifeSkills Training grant. The grant will serve Pioneer Middle School by providing supplementary curriculum and training for the teachers. The model has a cohort structure, where this year's sixth grade students will get the first run of lessons. Seventh and Eighth grade modules will be added over two years.

Actions for the committee before the next meeting include: developing informal survey questions for parent conferences; exploring the Start Talking link; sending information about the committee and resources home to K-5 students' families; getting a list of services in the community for interventions and referrals including JBLM; and getting an update on LifeSkills Training implementation.

The committee agreed to meet quarterly, with the next meeting set for Monday, November 7th.

To: Steilacoom Historical School District No.1 Board of Directors
From: Jim Brittain, Executive Director of Finance and Operations
Date: September 28, 2016
Subject: Report on the Safety Advisory Committee

The Safety Advisory Committee met on September 20th at the district office.

The committee presently consists of the following members:

Don Denning, Board Member
Peter Mathwig, First Student Interim Manager
Jim Brittain, Executive Director of Finance and Operations
Alex Clausen, Salter's Point Principal

Don will be reaching out to a City of DuPont parent to request participation on the committee.

A discussion took place on the how this committee functioned in the past. We discussed having a monthly meeting and then moving to a quarterly meeting once the committee establishes programs identified in the policy.

The committee reviewed policy 6605 "Student Safety Walking To School and Riding" and 6605 procedures. It was decided we would research other districts' Comprehensive School Safety Trip programs and School Safety Patrol programs. It was also discussed that the walking routes published on our district's website should be reviewed by the principals and also be sent to the City of DuPont and Town Steilacoom Administrations to determine if any changes have occurred with crosswalks, trails, or modification to roads.

The committee discussed the process of reviewing and approving the Bus Stop Request form. The process could possibly be changed to utilize email instead of a committee meeting so more timely decisions can be communicated to families. A revision to the form could include making it electronically fillable with the ability to submit through email to a district transportation email account.

Additionally, a discussion took place on creating a volunteer bus riding program to provide additional supervision on bus routes. The committee thought this could be a mechanism to assist in the safety of the routes, control behavioral issues and assist the bus driver reporting issues regarding student activity.

The committee will address the following items:

1. Creating a database on bus request, bus incidents and other bus issues to assist in evaluating bus routes, stops and requests.
2. Communicating bus rules consistently.
3. Adding a signature line on transportation cards stating the parents and students understand the student conduct on buses.
4. Reviewing the district handbook to add bus expectations.

The committee's next meeting will be in October. The date is to be determined based on availability.

Action Items:

Comprehensive School Trip Safety Program

School Patrol Program

Walking routes review by principals and the Town of Steilacoom and City of DuPont

Request for Committee Members

Review of district handbook



Regular Meeting Minutes

Steilacoom Historical School District Board of Directors

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

August 25, 2016 7:00 PM

Study Session

- Agenda review
- Copier purchase

Regular Meeting

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:00 pm. Executive Director McClure led the Pledge of Allegiance. Director Denning made a motion to excuse Director Pierce; Director Forbes seconded the motion and the motion passed (4/0). Director Denning made a motion to approve the agenda with the addition of a revised Co-Curricular Personnel Report and addition of New Business H. Approval of Copier Purchase; Director Schenk seconded the motion and the motion passed (4/0).

II. COMMENTS FROM THE AUDIENCE

No comments.

III. INTRODUCTION OF NEW STAFF

Superintendent Weight introduced each principal who in turn introduced new staff. Anderson Island staff are attending a PTA Back to School event and will be introduced at the 9.28.16 meeting, to be held on Anderson Island. Chloe Clark Principal Yoho introduced eight new staff members; Cherrydale Principal Douglas introduced three new staff members; Saltar's Point Principal Clauson introduced six new staff members; Pioneer Middle Principal Fernandes introduced seven new staff members; Steilacoom High Principal Miller introduced nine new staff members.

Chair Scott recognized Penny Coffey, DuPont Council member, in attendance.

IV. APPROVAL OF MINUTES

a. July 28, 2016 Regular Meeting Minutes

Director Forbes made a motion to approve the minutes of the July 28, 2016 regular meeting; Director Denning seconded the motion and the motion passed (4/0).

b. August 11, 2016 Study Session Minutes

Director Denning made a motion to approve the August 11, 2016 Study Session Minutes; Director Schenk seconded the motion and the motion passed (4/0).

V. CONSENT AGENDA

Director Denning made a motion to approve the amended Consent Agenda which included July and August 2016 accounts payable, July 2016 payroll, financial reports and attached personnel reports; Director Schenk seconded the motion and the motion passed (4/0).

VI. OLD BUSINESS

a. Approval of Resolution 834-08-25-16, 2016-17 School Year Budget

Director Forbes made a motion to approve Resolution 834-08-25-16, the 2016-17 school year budget; Director Denning seconded the motion and the motion passed (4/0).

b. Second Reading of Policy 2409, Credit for Competency-Proficiency

Director Schenk made a motion to approve Policy 2409; Director Denning seconded the motion and the motion passed (4/0).

VII. NEW BUSINESS

a. Approval of Steilacoom Education Association Collective Bargaining Agreement for 2016 - 18

Director Denning made a motion to approve the 2016 - 2018 Steilacoom Education Association Collective Bargaining Agreement; Director Forbes seconded the motion and the motion passed (3/1/0). Director Schenk recused himself from the vote due to a family member being part of the certificated bargaining unit. Director Forbes went on record regarding language in the contract that a strike will not take place and that the signers of the agreement will ensure that this does not occur.

b. First Reading of Policy 2145 Suicide Prevention

Director Denning made a motion to move policy 2145 to a second reading; Director Schenk seconded the motion and the motion passed (4/0).

c. First Reading of Policy 2411 Educational Competency Certificate

Director Forbes made a motion to approve policies 2411, 2151 and 6882; Director Denning seconded the motion and the motion passed (4/0).

d. First Reading of Policy 2151, Interscholastic Activities

e. First Reading of Policy 6882 Sale of Real Property

f. First Reading of Policy 3122 Excused and Unexcused Absence

Director Denning made a motion to move Policy 3122 to a second reading; Director Schenk seconded the motion and the motion passed (4/0).

g. First Reading of Policy 3240 Student Conduct and Expectations and 3241 Classroom Management

Director Forbes made a motion to move policies 3240 and 3241 to a second reading; Director Denning seconded the motion and the motion passed (4/0).

h. Approval of District wide Copier Purchase

Director Denning made a motion to purchase copiers at a cost not to exceed \$130,000; Director Schenk seconded the motion and the motion passed (4/0).

VIII. COMMENTS FROM THE AUDIENCE

Tanya Rontos thanked those involved in the bargaining process on both the association and district side of the bargaining table.

IX. BOARD COMMUNICATION

Director Schenk received communication regarding skateboarding at the Chloe Clark statue. Principal Yoho will take care of this issue.

X. ANNOUNCEMENTS

Director Schenk commended and thanked Superintendent Weight, Executive Director Brittain and the Budget Committee for the 2016-17 Budget.

Superintendent Weight announced the All Staff Kick-Off Breakfast and Professional Learning Days next week as well as the school Open Houses.

Director Forbes thanked current staff and welcomed new staff. He also encouraged all to attend the Girls Swim Team meets.

Chair Scott noted the much improved Sentinel Drive road project.

XI. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 7:34 pm; Director Denning seconded the motion and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



**Special Session of the Board of Directors Meeting Minutes
Steilacoom Historical School District No. 1**

**Steilacoom High School Library 54 Sentinel Drive Steilacoom, WA
9/14/16 5:45 PM**

1. CALL TO ORDER

Chair Scott called the meeting to order at 5:45 p.m. Executive Director Beauchaine led the Pledge of Allegiance. Director Schenk made a motion to excuse Director Denning; Director Pierce seconded the motion and the motion passed (4/0). Director Pierce made a motion to approve the agenda; Director Forbes seconded the motion and the motion passed (4/0).

2. APPROVAL OF CHERRYDALE PRIMARY SCHOOL HVAC SYSTEM

Director Pierce made a motion to approve funds, not to exceed \$175,000 from the Capital Project Fund to replace the Cherrydale Primary HVAC Controller System; Director Schenk seconded the motion and the motion passed (4/0).

3. ADJOURNMENT

Director Forbes made a motion to adjourn the meeting at 5:55 pm; Director Pierce seconded the motion and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)



**Study Session of the Board of Directors Minutes
Steilacoom Historical School District No. 1
Steilacoom High School Library 54 Sentinel Drive Steilacoom, WA
9/14/16**

1. CALL TO ORDER

Chair Scott called the meeting to order at 6:00 p.m. Executive Director Beauchaine led the Pledge of Allegiance. Director Forbes made a motion to excuse Director Denning; Director Pierce seconded the motion and the motion passed (4/0). Director Pierce made a motion to approve the agenda; Director Forbes seconded the motion and the motion passed (4/0).

2. TOPIC FOR BOARD DISCUSSION

a. Attendance Awareness

Executive Director Beauchaine explained the district focus on Attendance Awareness by utilizing the website, principal newsletters providing resources to their families, tracking data regarding pre-planned, excused and unexcused absences, chronic absence rate and the role of the district Community Truancy Board.

b. State Assessment Results

Executive Director McClure shared comparative (neighboring/surrounding districts) 2015 - 2016 state assessment results. She presented result comparisons between the 2013-14 and 2015-16 school years in math, ELA, and science. The data will be incorporated into School Improvement Plans.

c. School Board Goals 2016 -2017 School Year

Chair Scott asked for input on creating board and district goals for the 2016-17 school year. Board members are to send comments to Kathi for consolidation for the October Study Session.

d. WSSDA School Board of Distinction

Chair Scott presented the criteria to make application as a WSSDA School Board of Distinction, suggesting this criteria as a possible school board goal and possible application to WSSDA.

e. 9/28/16 School Board Meeting - Anderson Island Elementary School

Superintendent Weight outlined Board and staff will take the 5:30 pm ferry to Anderson Island, with a 6:30 pm meeting start time. Vans will load at the District Office at 5:00 pm. The return ferry will leave Anderson Island at 9:10 pm.

Director Forbes announced that the SHS Girls swim team set a new 200 freestyle relay school record, a record that held for 12 years.

3. **ADJOURNMENT**

Director Forbes made a motion to adjourn the meeting at 6:48 p.m.; Director Schenk seconded the motion and the motion passed (4/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District

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

DATE: September 28, 2016

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


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

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

FUND NAME		WARRANTS (INCLUSIVE)	AMOUNT
GENERAL FUND:			
August 17, 2016	Accounts Payable	119884 to 119885	\$ 28,314.00
August 18, 2016	Accounts Payable	119886 to 119897	\$ 74,110.84
August 18, 2016	Accounts Payable	119898 to 119898	\$ 1,405.96
	Payroll	800720 to 800725	\$ 16,813.23
	Payroll A/P	119899 to 119922	\$ 630,512.85
	Payroll Taxes		\$ 357,678.04
	Direct Deposit		\$ 957,140.16
August 26, 2016	Accounts Payable	119923 to 119945	\$ 27,738.08
August 30, 2016	Accounts Payable	119946 to 119952	\$ 30,481.34
August 31, 2016	Accounts Payable	119953 to 119953	\$ 9,963.75
August 31, 2016	Accounts Payable	119954 to 119954	\$ 11,993.93
August 31, 2016	Accounts Payable	119955 to 119957	\$ 90.00
August 31, 2016	Accounts Payable	119958 to 119980	\$ 63,673.73
September 7, 2016	Accounts Payable	119981 to 120006	\$ 55,559.02
September 7, 2016	Accounts Payable	120007 to 120010	\$ 64.16
September 8, 2016	Accounts Payable	120011 to 120025	\$ 206,044.06
September 14, 2016	Accounts Payable	120026 to 120064	\$ 123,128.85
September 14, 2016	Accounts Payable	120065 to 120072	\$ 11,333.48
September 15, 2016	Accounts Payable	120073 to 120083	\$ 6,209.32
September 20, 2016	Accounts Payable	120084 to 120091	\$ 25,084.34
September 21, 2016	Accounts Payable	120092 to 120107	\$ 40,502.88
September 21, 2016	Accounts Payable	120108 to 120108	\$ 293.75
September 22, 2016	Accounts Payable	120109 to 120109	\$ 1,062.55
TOTAL GENERAL FUND:			\$ 2,679,198.32

CAPITAL PROJECTS FUND:

TOTAL CAPITAL PROJECTS FUND: \$ -

ASSOCIATED STUDENT BODY FUND:

August 17, 2016	Accounts Payable	402867 to 402868	\$ 244.29
August 18, 2016	Accounts Payable	402869 to 402869	\$ 54.34
August 26, 2016	Accounts Payable	402870 to 402870	\$ 1,524.50
August 26, 2016	Accounts Payable	402871 to 402872	\$ 405.00
August 30, 2016	Accounts Payable	402873 to 402873	\$ 4,808.33
September 6, 2016	Accounts Payable	402874 to 402881	\$ 269.00
September 8, 2016	Accounts Payable	402882 to 402884	\$ 1,841.53
September 15, 2016	Accounts Payable	402885 to 402888	\$ 14,412.05
September 15, 2016	Accounts Payable	402889 to 402891	\$ 687.17
September 22, 2016	Accounts Payable	402892 to 402894	\$ 182.83
September 22, 2016	Accounts Payable	402895 to 402895	\$ 104.35
TOTAL ASSOCIATED STUDENT BODY FUND:			\$ 24,533.39

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

Steilacoom Historical School District No. 1

2015-16 Monthly Pay & Benefit totals

Payroll	Pay		Benefits		Total	%Inc/Dec
Sep 2015	\$	1,680,453.61	\$	601,003.48	\$ 2,281,457.09	
Sep (Void)	\$	(1,933.75)	\$	(297.92)	\$ (2,231.67)	
Sep (Reissue)	\$	1,289.17	\$	203.44	\$ 1,492.61	
Oct 2015	\$	1,500,533.98	\$	579,190.69	\$ 2,079,724.67	-8.84%
Oct (Void)	\$	(8,508.28)	\$	(2,730.63)	\$ (11,238.91)	
Oct (Reissue)	\$	6,672.20	\$	2,400.80	\$ 9,073.00	
Nov 2015	\$	1,478,380.90	\$	567,674.09	\$ 2,046,054.99	-1.62%
Dec 2015	\$	1,478,533.70	\$	566,062.01	\$ 2,044,595.71	-0.07%
Jan 2016	\$	1,477,148.06	\$	570,925.31	\$ 2,048,073.37	0.17%
Feb 2016	\$	1,501,905.41	\$	571,298.90	\$ 2,073,204.31	1.23%
Mar 2016	\$	1,512,912.46	\$	574,652.76	\$ 2,087,565.22	0.69%
Apr 2016	\$	1,560,928.86	\$	583,399.62	\$ 2,144,328.48	2.72%
May 2016	\$	1,485,185.66	\$	569,326.18	\$ 2,054,511.84	-4.19%
Jun 2016	\$	1,533,686.99	\$	576,499.80	\$ 2,110,186.79	2.71%
Jul 2016	\$	1,614,861.49	\$	581,512.80	\$ 2,196,374.29	4.08%
Aug 2016	\$	1,442,906.25	\$	559,704.27	\$ 2,002,610.52	-8.82%
	\$	18,264,956.71	\$	6,900,825.60	\$ 25,165,782.31	

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$28,314.00. The payments are further identified in this document.

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

Warrant Numbers 119884 through 119885, totaling \$28,314.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119884	AWSP (ASSN OF WA SCHOOL PRINCI	08/17/2016	115167-2016	AWSP DUES FOR ALL PRINCIPALS	81617019	9,064.00	15,814.00
			127779	SER WSAC INVOICE 6750.00 PAUL HARVEY - OK TO PAY	81617018	6,750.00	
119885	PORTER FOSTER RORICK LLP	08/17/2016	105357	SEMI-ANNUAL RETAINER FEES FOR LEGAL SERVICES 2016-17: INVOICE #105357	81617014	12,500.00	12,500.00

2 Computer Check(s) For a Total of 28,314.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	28,314.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	28,314.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	28,314.00

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$74,110.84. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 119886 through 119897, totaling \$74,110.84

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119886	DEMCO INC	08/18/2016	5907538	DEMCO order for Library	1271516031	125.55	125.55
119887	EATONVILLE SCHOOL DISTRICT	08/18/2016	JULY 2016	MATHAND SCIENCE GRANT -- SALARY AND BENEFIT REIMBURSEMENT	0	1,740.69	3,640.52
			JUNE 2016	MATH AND SCIENCE GRANT - SALARY AND BENEFIT REIMBURSEMENT	0	1,899.83	
119888	EMILY ELIZABETH HAPPY	08/18/2016	AUG 15, 2016	18 HOURS OF CONTRACTED WORK ON COMMUNICATIONS PLAN	0	720.00	720.00
119889	FRANKLIN PIERCE SCHOOLS	08/18/2016	8880006261	Tuition for students served by Franklin Pierce Schools	91516005	22,851.00	22,851.00
119890	IMMEDIA	08/18/2016	67134	BUS CHEDULE CARD PRINTING FEES AND POSTAGE	81617008	707.56	707.56
119891	MILLER, MICHAEL J	08/18/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	233.18	233.18
119892	PACIFICA LAW GROUP	08/18/2016	30164	PROFESSIONAL SERVICES OPEN PO 2015-16	81516034	115.50	115.50
119893	QBSI	08/18/2016	IN886395	Student Services Copiers	111516072	602.80	16,616.74
			IN897860	Student Services Copiers	111516072	9,574.66	
			IN897905	Student Services Copiers	111516072	6,439.28	
119894	SERVICE ALTERNATIVES, INC.	08/18/2016	6432	RIGHT RESPONSE RECERTIFICATION	0	146.92	146.92

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119895	TRUSTEED PLANS SERVICE CORP	08/18/2016	0087539-IN	WORKBOOK TPSC SERVICES	81516042	5,278.20	28,593.60
			0087627-IN	OPEN PO 2015-16 TPSC SERVICES	81516042	11,065.54	
			0087717-IN	OPEN PO 2015-16 TPSC SERVICES	81516042	12,249.86	
119896	WEIGHT, KATHLEEN J	08/18/2016	REIMBURSE MILEAGE	OPEN PO 2015-16 REIMBURSE MILEAGE	0	187.27	187.27
119897	WELLS FARGO FINANCIAL LEASING	08/18/2016	5003279918	PIONEER MIDDLE SCHOOL COPIERS FINANCING OPEN PO FY 2015-16/ACCT # 90136151454	81516024	173.00	173.00
12	Computer			Check(s) For a Total of			74,110.84

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	12	Computer	Checks For a Total of	74,110.84
Total For	12	Manual, Wire Tran, ACH & Computer	Checks	74,110.84
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	74,110.84

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$1,405.96. The payments are further identified in this document.

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

Warrant Numbers 119898 through 119898, totaling \$1,405.96

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119898	STEILACOOM HIST SCHOOL DIST #1	08/18/2016	CTAX11	20160818AAA Comp Tax owed for	0	1,405.96	1,405.96
				Cash Account 11			
				through			
				07/31/2016			
				1 Computer	Check(s) For a Total of		1,405.96

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,405.96
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,405.96
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,405.96

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$27,738.08. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 119923 through 119945, totaling \$27,738.08

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119923	BRITTAIN, JAMES E	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	62.21	266.81
			REIMBURSE TRAVEL	REIMBURSE TRAVEL	0	204.60	
				- WASBO BUSINESS MANAGERS CONFERENCE			
119924	CHEVRON & TEXACO CARD SERVICES	08/26/2016	7898030544 Aug	CHEVRON AND TEXACO GAS CARDS	81516022	1,338.13	1,338.13
				OPEN PO FY 2015-16			
119925	DOUGLAS, RYAN	08/26/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - CLASSROOM SUPPLIES	0	235.78	235.78
119926	ECK, KASEY LEIGH	08/26/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES	0	237.39	237.39
119927	FERNANDES, JOANNE	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 GRANT	0	196.01	196.01
119928	FIELD TURF	08/26/2016	040259	ANNUAL MAINTENANCE SERVICES FOR STEILACOOM HIGH SCHOOL ARTIFICIAL TURF FIELD	101516100	3,993.10	3,993.10
119929	GARRETT, ERIC J	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 TRAINING	0	107.89	107.89
119930	HARVEY, PAUL JONATHAN	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 WORKSHOP - EATONVILLE AND ROCHESTER	0	193.42	277.00
			REIMBURSE SUPPLIES	REIMBURSE SUPPLIES	0	83.58	
119931	JOHNSTON, CELESTE L	08/26/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - SCHOOL	0	54.70	54.70

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119932	JOHNSON, LAURA V	08/26/2016	REIMBURSE SUPPLIES	BOARD MEETING REIMBURSE SUPPLIES - OFFICE STATIONARY	0	65.00	65.00
119933	LAKEWOOD APPLIANCE	08/26/2016	73492	SHS-Lakewood Appliance for Foods. Dishwasher, Oven, and install for both. Contact name: Greg Eltrich	141516028	2,586.22	2,586.22
119934	LANE, RICHARD BUD	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - TRAVEL TO AP CONFERENCE	0	141.48	241.92
			REIMBURSE MILEAGE 2	REIMBURSE MILEAGE MATH/ SCIENCE CONFERENCE	0	100.44	
119935	LEADER SERVICES	08/26/2016	WA09378	LEADER SERVICES FEE @\$1.40 PER TRANSACTION - JULY 2016	0	91.00	91.00
119936	NYSTROM, JOHN R	08/26/2016	REIMBURSE TRAVEL	REIMBURSE TRAVEL - MATH/SCIENCE SUMMER INSTITUE - EATONVILLE	0	123.12	228.96
			REIMBURSE TRAVEL 2	REIMBURSE TRAVEL - SER2 PROFESSIONAL DEV DAYS	0	105.84	
119937	RSD	08/26/2016	26192228-00	OPEN PURCHASE ORDER 2015-2016 FOR HVAC PARTS	101516037	58.22	86.66
			26195331-00	OPEN PURCHASE ORDER 2015-2016 FOR HVAC PARTS	101516037	28.44	
119938	SORTORE, PATRICIA R	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE SER2 TRAINING	0	77.76	77.76
119939	SQORD, INC.	08/26/2016	2207	SQORD INC - PE GRANT PURCHASE 2015-16 - PAUL HARVEY	81516129	1,137.76	1,137.76
119940	STUTZ, MIGUEL	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE -- EATONVILLE	0	116.64	380.92
			REIMBURSE SUPPLIES	REIMBURSE SUPPLIES -- BAND RECEIPTION IN JUNE	0	264.28	
119941	TACOMA SCREW PRODUCTS, INC.	08/26/2016	30787182	OPEN PURCHASE ORDER 2015-2016	101516023	72.20	72.20

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119942	TRUSTEED PLANS SERVICE CORP	08/26/2016	0087814-IN	FOR SUPPLIES TPSC SERVICES OPEN PO 2015-16	81516042	15,862.98	15,862.98
119943	TYRRELL, JACOB	08/26/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 TRAINING	0	103.03	103.03
119944	WILSON, LORI JO	08/26/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES -- PLANTS	0	72.14	72.14
119945	YOHO, GARY L	08/26/2016	REIMBURSE SUPPLIES	REIMBURSE CUSTODIAL SUPPLIES	0	24.72	24.72

23	Computer	Check(s) For a Total of	27,738.08
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	23	Computer	Checks For a Total of	27,738.08
Total For	23	Manual, Wire Tran, ACH & Computer	Checks	27,738.08
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	27,738.08

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$30,481.34. The payments are further identified in this document.

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

Warrant Numbers 119946 through 119952, totaling \$30,481.34

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119946	HANDWRITING WITHOUT TEARS	08/30/2016	1036620-1	Building Curriculum - Kindergarten Handwriting W/O Tears	271617016	1,437.60	1,437.60
119947	KCDA	08/30/2016	300057924	Kindergarten Teaching Supplies	1621617008	337.09	3,050.73
			300060217	Staff Room Supplies	1621617006	2,117.27	
			300060218	Third Grade Supplies	1621617007	596.37	
119948	KIWANIS CLUB OF STEILACOOM	08/30/2016	2016-17	ANNUAL DUES FOR THE FOLLOWING: KATHI WEIGHT, CELESTE JOHNSTON, CHARM HARRIS, PAUL HARVEY, NANCY MCCLURE	0	625.00	625.00
119949	NORTHWEST TEXTBOOK DEPOSITORY	08/30/2016	114-253-118	Building Curriculum - First Grade Houghton Mifflin Reading Workbook Vol. 1 & 2	271617014	5,734.93	19,397.35
			114-253-119	Building Curriculum-Kindergarten Math Connects	271617015	5,210.95	
			114-253-120	Building Curriculum - First Grade Math Connects Vol. 1 & 2	271617017	8,451.47	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119950	OFFICE DEPOT	08/30/2016	858290354001	Copy Paper/Butcher Paper/Office envelopes	1621617013	50.85	50.85
119951	PREMIER AGENDAS INC	08/30/2016	204500476661	Student Planners Grade 1st - 3rd	1621617002	1,967.81	5,516.32
			204500478512	planners for 2016-17 school year	2371617001	3,548.51	
119952	SCHOOL SPECIALTY	08/30/2016	208116544003	School Specialty: 3 ea Trapezoid tables (item 1334851)	1461617002	403.49	403.49
				7 Computer	Check(s) For a Total of		30,481.34

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	7	Computer	Checks For a Total of	30,481.34
Total For	7	Manual, Wire Tran, ACH & Computer	Checks	30,481.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	30,481.34

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$9,963.75. The payments are further identified in this document.

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

Warrant Numbers 119953 through 119953, totaling \$9,963.75

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
	Vendor on Invoice						

119953 MASTERCARD CORP. CLIENTS PAYME 08/31/2016

CREDIT CARD PAYMENT CHECK

9,963.75

CDW-G	PCGFAUG00002	Credit Card Payment AP Invoice.	0	502.30
HOME DEPOT CREDIT SERVICES	PCGFAUG00004	Credit Card Payment AP Invoice.	0	550.51
MASTERCARD CORP. CLIENTS PAYME	PCGFAUG100000	Credit Card Payment AP Invoice.	0	6,146.75
MASTERCARD CORP. CLIENTS PAYME	PCGFAUG100001	Credit Card Payment AP Invoice.	0	1,035.37
MASTERCARD CORP. CLIENTS PAYME	PCGFAUG100002	Credit Card Payment AP Invoice.	0	1,546.42
PIERCE COUNTY FERRY SYSTEM - P	PCGFAUG00003	Credit Card Payment AP Invoice.	0	88.70
PIERCE COUNTY FERRY SYSTEM - P	PCGFAUG00007	Credit Card Payment AP Invoice.	0	203.70
PUGET SOUND ESD 121	PCGFAUG00006	Credit Card Payment AP Invoice.	0	-110.00

1 Computer Check(s) For a Total of 9,963.75

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	9,963.75
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	9,963.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	9,963.75

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$11,993.93. The payments are further identified in this document.

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

Warrant Numbers 119954 through 119954, totaling \$11,993.93

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119954	MASTERCARD CORP. CLIENTS PAYME	08/31/2016	PCAUG1600000	Credit Card Payment AP Invoice.	0	5,792.54	11,993.93
			PCAUG1600001	Credit Card Payment AP Invoice.	0	685.00	
			PCAUG1600002	Credit Card Payment AP Invoice.	0	5,516.39	
1	Computer			Check(s) For a Total of			11,993.93

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	11,993.93
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	11,993.93
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	11,993.93

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$90.00. The payments are further identified in this document.

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

Warrant Numbers 119955 through 119957, totaling \$90.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119955	CARLSSON, CYNTHIA	08/31/2016	REFUND REVENUE	REFUND OF REVENUE	0	15.00	15.00
				- ASB			
119956	KNOBLICH, LAURA	08/31/2016	REFUND ASB	REFUND STUDENT TO	0	10.00	10.00
				STUDENT			
119957	MCGETTIGAN, OKHEE	08/31/2016	PRE REFUND OF REV	PRE REFUND OF	0	65.00	65.00
				REVENUE - BOYS			
				SOCCER			
			3	Computer	Check(s) For a Total of		90.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	3	Computer	Checks For a Total of	90.00
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	90.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	90.00

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$63,673.73. The payments are further identified in this document.

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

Warrant Numbers 119958 through 119980, totaling \$63,673.73

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119958	A & R HOODS	08/31/2016	8186	ANNUAL KITCHEN EXHAUST HOOD CLEANING at SHS & PIO	101516106	1,660.97	1,660.97
119959	BRITTAIN, JAMES E	08/31/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - HS CTE ENGINEERING CLASSROOM	0	432.63	432.63
119960	CED	08/31/2016	8541-421078	OPEN PURCHASE ORDER 2015-2016 FOR ELECTRICAL PARTS	101516025	441.91	1,581.79
			8541-421193	OPEN PURCHASE ORDER 2015-2016 FOR ELECTRICAL PARTS	101516025	1,139.88	
119961	CENTURYLINK #78245209	08/31/2016	1384874704	DISTRICT WIDE CENTURY LINK SERVICES OPEN PO FY2015-16 / ACCT #78245209	81516019	84.08	84.08
119962	COASTWIDE LABORATORIES	08/31/2016	GT2896357	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	332.13	1,556.80
			GT2901707	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	392.90	
			GT2901708	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	246.92	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			GT2901709	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	245.56	
			GT2901710	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	246.92	
			NT2897999-2	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	46.21	
			NT2899230-1	OPEN PURCHASE ORDER 2015-2016 FOR CUSTODIAL SUPPLIES	101516003	46.16	
119963	FLOHAWKS	08/31/2016	I0029803	Annual - Backflow Prevention Device Inspections - District Wide	101516076	207.86	1,383.04
			I0029805	Annual - Backflow Prevention Device Inspections - District Wide	101516076	207.86	
			I0029806	Annual - Backflow Prevention Device Inspections - District Wide	101516076	345.44	
			I0029807	Annual - Backflow Prevention Device Inspections - District Wide	101516076	310.08	
			I0029808	Annual - Backflow Prevention Device Inspections - District Wide	101516076	155.90	
			I0029810	Annual - Backflow Prevention Device Inspections - District Wide	101516076	155.90	
119964	HORIZON DISTRIBUTORS INC	08/31/2016	3N068098	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES	101516009	75.44	109.90
			3N068109	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES	101516009	34.46	
119965	LAKEWOOD HARDWARE & PAINT	08/31/2016	481496	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES	101516012	77.74	77.74
119966	LANDES, BONNIE JEANETTE	08/31/2016	REIBURSE SUPPLIES	REIMBURSE	0	89.93	89.93

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES - CLASSROOM BOOK BASKETS			
119967	LANDES, JULIE KATHLEEN	08/31/2016	SOLO AND ENSEMBLE	ACCOMPIANIST FOR SHSCHOIR EVENT: SOLO AND ENSEMBLE ORIGINAL CHECK WAS RETURNED AND VOIDED.	0	200.00	200.00
119968	MALKAMES, AMY D	08/31/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES -- LUNCH ON PIRATE DAY FOR PARENT AND SHSD STAFF VOLUNTEERS	0	67.73	67.73
119969	NORTHWEST CASCADE INC	08/31/2016	3048829	OPEN PURCHASE ORDER 2015-2016 FOR PLUMBING SERVICES	101516030	198.47	1,887.72
			3048830	OPEN PURCHASE ORDER 2015-2016 FOR PLUMBING SERVICES	101516030	198.47	
			3049020	OPEN PURCHASE ORDER 2015-2016 FOR PLUMBING SERVICES	101516030	566.68	
			3049780	ANNUAL GREASE TRAP PUMP & CLEAN	101516105	924.10	
119970	OFFICE DEPOT	08/31/2016	855704591001	OFFICE DEPOT NEW TEACHER ORIENTATION PACKET BINDING	81516125	48.57	48.57
119971	PARR, KAREN LOUISE	08/31/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 TRAINING - EATONVILLE	0	97.20	97.20
119972	PUGET SOUND ESD 121	08/31/2016	0000083636	Tuition for SPed students served by ReLife	91516020	32,049.00	32,049.00
119973	REDMAN, KATHERINE J	08/31/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER 2 TRAINING IN EATONVILLE	0	93.64	93.64
119974	SCHOOL DATEBOOKS	08/31/2016	S16-0116128	School Datebooks - Student planners	1271516018	1,630.86	1,630.86
119975	SECURE PACIFIC CORP	08/31/2016	91590	ALARM MONITORING CHARGES INVOICE 91590	101516121	2,045.08	2,045.08
119976	SOUND HARDWOOD SOLUTIONS LLC	08/31/2016	08.21.2016	ANNUAL MAIN/AUX GYM FLOOR REFINISHING AT	101516119	6,797.02	6,797.02

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				STEILACOOM HIGH AND GYM/FITNESS ROOM AT PIONEER MIDDLE SCHOOL			
119977	TRUSTEED PLANS SERVICE CORP	08/31/2016	0087914-IN	TPSC SERVICES	81516042	5,247.27	10,129.57
			4590-001	OPEN PO 2015-16 TPSC SERVICES	81516042	1,733.70	
			45900-001	OPEN PO 2015-16 TPSC SERVICES	81516042	3,148.60	
119978	WEIGHT, KATHLEEN J	08/31/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - IN DISTRICT	0	72.58	72.58
119979	WELLS FARGO VENDOR FIN SERV	08/31/2016	65376730	SHS COPIERS	81516023	695.78	1,438.88
			65391173	FINANCING OPEN PO FY 2015-16/ ACCT # 90136151415 PIONEER MIDDLE SCHOOL COPIERS	81516024	743.10	
119980	YOHO, GARY L	08/31/2016	REIMBURSE SUPPLIES	FINANCING OPEN PO FY 2015-16/ACCT # 90136151454 REIMBURSE SUPPLIES - GOOSE CHASE ADVENTURES -- STAFF DEVELOPEMENT	0	139.00	139.00

23 Computer Check(s) For a Total of 63,673.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	23	Computer	Checks For a Total of	63,673.73
Total For	23	Manual, Wire Tran, ACH & Computer	Checks	63,673.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	63,673.73

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$55,559.02. The payments are further identified in this document.

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

Warrant Numbers 119981 through 120006, totaling \$55,559.02

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119981	ALLIED ELECTRIC CORPORATION	09/07/2016	4396	Additional billing for the Electrical upgrade @ Cherrydale for the Installation of the new convection oven	101516124	746.43	746.43
119982	BETHMAN, KURT VON	09/07/2016	REIMBURSE TRAVEL	REIMBURSE TRAVEL - WA- ACTE SUMMER CONFERENCE	0	433.52	433.52
119983	BIGGER FASTER STRONGER INC	09/07/2016	348949	PE WEIGHT ROOM EQUIPMENT - 50% SPLIT WITH CURRICULUM AND ASB ATHLETIC USER FEE (1006)	81516120	4,540.10	4,540.10
119984	BYRD, NATHAN A	09/07/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER TRAINING	0	110.16	110.16
119985	CDW-G	09/07/2016	DZJ4071	Laptops for incoming staff	111516071	4,647.60	8,319.18
			DZS9355	Laptops for incoming staff	111516071	253.44	
			FBP0116	Laptops for Saltar's Point Principal and Asst. Principal	111516073	3,249.18	
			FBW7332	Laptops for Saltar's Point Principal and Asst. Principal	111516073	168.96	
119986	CITY OF DUPONT	09/07/2016	0174787	CHLOE CLARK - ANNUAL BUSINESS	81516051	90.00	90.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				INSPECTION FIRE			
				INSPECTION			
119987	CLOVER PARK SCHOOL DISTRICT	09/07/2016	6698	letterhead-	0	215.96	215.96
				pioneer middle			
				school			
119988	COASTWIDE LABORATORIES	09/07/2016	GT2903582	OPEN PURCHASE	101516003	46.36	191.38
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
			GT2903615	OPEN PURCHASE	101516003	49.39	
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2898136-1	OPEN PURCHASE	101516003	46.64	
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2903582	OPEN PURCHASE	101516003	48.99	
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
119989	DEAN, HEATHER NOEL	09/07/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	111.46	111.46
				- SER TRAINING			
				EATONVILLE			
119990	DOUGHTON, PATRICIA AILEEN	09/07/2016	REIMBURSE TRAVEL	REIMBURSE TRAVEL	0	73.40	73.40
				- FERRY TICKETS			
119991	GRAINGER	09/07/2016	9203887154	OPEN PURCHASE	101516006	49.20	49.20
				ORDER 2015-2016			
				FOR SUPPLIES			
119992	HOLROYD CO INC	09/07/2016	291724	OPEN PURCHASE	101516007	176.35	176.35
				ORDER 2015-2016			
				FOR SUPPLIES			
119993	JOHNSTON, CELESTE L	09/07/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	35.64	35.64
119994	KELLER, AIRICA C	09/07/2016	REIMBURSE SUPPLIES	REIMBURSE	0	348.00	348.00
				SUPPLIES - NEW			
				MASTER'S ACADEMY			
				FOR ART			
119995	LAKEWOOD HARDWARE & PAINT	09/07/2016	481563	OPEN PURCHASE	101516012	9.31	9.31
				ORDER 2015-2016			
				FOR SUPPLIES			
119996	LOWE'S / CREDIT SERVICES	09/07/2016	99001959339 aug	OPEN PURCHASE	101516016	1,057.70	1,057.70
				ORDER 2015-2016			
				FOR SUPPLIES			
119997	MEDICAL TRAINING CONSULTANTS,	09/07/2016	208482	REPLACEMENT PADS	101516118	451.82	451.82
				FOR AED			
				DEFIBRILLATORS			
119998	MORIYAMA-YODER, JOY S	09/07/2016	REIMBURSE TRAVEL	REIMBURSE TRAVEL	0	167.00	167.00
				- WA ACTE SUMMER			
				CONFERENCE			
119999	NORTHWEST CASCADE INC	09/07/2016	3047515	INSTALL & TEST	101516125	4,801.61	9,653.62

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				BACK FLOWS AT SALTAR'S PT & CHERRYDALE ELEMENTARIES			
			3047516	INSTALL & TEST	101516125	4,852.01	
				BACK FLOWS AT SALTAR'S PT & CHERRYDALE ELEMENTARIES			
120000	OFFICE DEPOT	09/07/2016	855704593001	PART OF PO	0	8.06	14.03
			858266186001	0081516125 DISTRICT OFFICE SUPPLIES	0	5.97	
120001	PUGET SOUND ENERGY	09/07/2016	200008146082	DISTRICT WIDE PSE	81516067	78.76	1,170.72
				OPEN PO FOR 2015-16			
			200018787412	DISTRICT WIDE PSE	81516067	1,021.26	
				OPEN PO FOR 2015-16			
			200022057323	DISTRICT WIDE PSE	81516067	35.35	
				OPEN PO FOR 2015-16			
			220005466069	DISTRICT WIDE PSE	81516067	35.35	
				OPEN PO FOR 2015-16			
120002	SCHOOL SPECIALTY	09/07/2016	208116969039	STEILACOOM HIGH	101516109	2,468.33	2,468.33
				SCHOOL SPED ROOM FURNITURE:PROPOSAL #R1.6722			
120003	SMITH & GREENE COMPANY	09/07/2016	730734	CHERRYDALE	81617007	8,752.00	8,752.00
				CONVECTION OVEN PURCHASE			
120004	TOWN OF STEILACOOM	09/07/2016	1199.1	ELECTRICITY AND	81516041	1,570.75	15,231.17
				WATER/SEWER OPEN PO 2015-16 / 511 CHAMBERS ST			
			1409.0	ELECTRICITY AND	81516041	138.37	
				WATER/SEWER OPEN PO 2015-16 - 54 SENTINEL DR			
			1409.1	ELECTRICITY AND	81516041	6,632.74	
				WATER/SEWER OPEN PO 2015-16 - 54 SENTINEL DR			
			1884.0	ELECTRICITY AND	81516041	260.47	
				WATER/SEWER OPEN PO 2015-16 / 510 CHAMBERS ST			
			2075.0	ELECTRICITY AND	81516041	121.05	
				WATER/SEWER OPEN			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PO 2015-16 -- THIRD ST 908 MODULAR			
			2456.0	ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 - 1100	81516041	121.07	
			2456.1	DIGGS ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 1100	81516041	164.21	
			2662.0	DIGGS ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 -- 908	81516041	2,264.39	
			2662.1	Third St ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 -- 908	81516041	1,311.05	
			3181.0	THIRD ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 / 54	81516041	17.36	
			3533.0	SENTINAL DR TOWN OF STEILACOOM FY 1516 ELECTRICITY OPEN PO / 1201	81516041	1,044.31	
			3533.1	GALLOWAY ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 --	81516041	1,167.96	
			6359.0	1201 GALLOWAY ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 - 611	81516041	87.08	
			6571.0	CHAMBERS ST ELECTRICITY AND WATER/SEWER OPEN PO 2015-16 - 511	81516041	330.36	
120005	VERIZON WIRELESS	09/07/2016	9770575388	CHAMBERS ST VERIZON WIRELESS OPEN PO 2015-16/ACCT #971255422-00001	81516044	1,110.14	1,110.14
120006	YUCKERT, HEATHER R	09/07/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - MATH TRAINING EATONVILLE	0	32.40	32.40

26 Computer Check(s) For a Total of 55,559.02

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	26	Computer	Checks For a Total of	55,559.02
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	55,559.02
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	55,559.02

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$64.16. The payments are further identified in this document.

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

Warrant Numbers 120007 through 120010, totaling \$64.16

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120007	BROWN, SANDRA	09/07/2016	REFUND PE UNIFORM	REFUND OF REVENUE	0	18.00	18.00
				- PE UNIFORM			
120008	REECE, CHELSIE	09/07/2016	refund planner	REFUND PLANNER	0	6.00	6.00
120009	ROELOFSEN, KATHLEEN	09/07/2016	REFUND PRIDEWEAR	REFUND PRIDEWEAR	0	10.00	10.00
				- SHORTS			
120010	SOTO, ALEXIS	09/07/2016	REFUND FOOD SERVICE	REFUND FOOD SERVICE	0	30.16	30.16
				4 Computer	Check(s) For a Total of		64.16

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	4	Computer	Checks For a Total of	64.16
Total For	4	Manual, Wire Tran, ACH & Computer	Checks	64.16
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	64.16

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$206,044.06. The payments are further identified in this document.

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

Warrant Numbers 120011 through 120025, totaling \$206,044.06

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120011	CLEVELAND, LISA M	09/08/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - GENERAL CLASSROOM SUPPLIES	0	9.01	9.01
120012	COPE, BRIANNA MARIE	09/08/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES	0	46.96	46.96
120013	ESD 113	09/08/2016	SESSION ID 55320	Registration for Kathi Weight - Superintendent WALK Network ESD 113 Confirmation Number 55318-55320-245644	281617002	1,000.00	1,000.00
120014	FOLLETT SCHOOL SOLUTIONS INC	09/08/2016	1981396A	Follett: HM	1461617006	2,032.65	4,074.93
			1981409A	Reading books: 1st grade (Hatlen) Follett: 1st grade Houghton Mifflin Reading workbook vol. 1 & 2	1461617009	2,042.28	
120015	KING, BRIDGET K	09/08/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - WA STAT DEPT OF HEALTH LICENSE RENEWAL	0	91.00	91.00
120016	LAKESHORE LEARNING MATERIALS	09/08/2016	4633010816	Kindergarten Teaching Supplies	1621617009	437.85	437.85
120017	MPS	09/08/2016	94902860	Curriculum SHS for AP Course - students purchase it for annotating	271617020	3,862.69	3,862.69

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				purposes (recoup costs)			
120018	NORTHWEST TEXTBOOK DEPOSITORY	09/08/2016	114-254-970	Northwest Textbook Depository: 2nd grade Math Connects workbooks vol. 1 & vol. 2 1st grade Math Connects workbooks vol. 1 & vol. 2	1461617008	9,678.38	9,678.38
120019	OFFICE DEPOT	09/08/2016	856940535001	SHS BUILDING SUPPLIES OPEN PO NTE \$1500.00	4311617003	452.87	2,326.61
			857902282001	SHS BUILDING SUPPLIES OPEN PO NTE \$1500.00	4311617003	18.02	
			857904231001	SHS BUILDING SUPPLIES OPEN PO NTE \$1500.00	4311617003	590.82	
			857904231002	SHS BUILDING SUPPLIES OPEN PO NTE \$1500.00	4311617003	31.59	
			858289877001	Copy Paper/Butcher Paper/Office envelopes	1621617013	1,162.23	
			858290353001	Copy Paper/Butcher Paper/Office envelopes	1621617013	71.08	
120020	PREMIER AGENDAS INC	09/08/2016	204500477721	Student Planners Grade 1st - 3rd	1621617002	125.06	125.06
120021	SCHOLASTIC INC	09/08/2016	M5845839 9	MR TYLER BARTLETT - NEW YORK TIMES UPFRONT	0	415.39	415.39
120022	STEILACOOM HIST SCHOOL DIST #1	09/08/2016	REIMBURSE ASB	GF TO REIMBURSE ASB FOR PO #4311617001 WARRANT # 402870 \$1,524.50 RAINIER APPAREL	0	1,524.50	1,524.50
120023	TUFF SHED #170	09/08/2016	1054221	PURCHASE FOR 3EA PREMIER TUFF SHEDS PLUS TAX PER SALES ORDER #1054221 -- MINIMUM DEPOSIT	81617021	5,104.68	5,104.68

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120024	WA SCHOOLS RISK MANAGEMENT POO	09/08/2016	314	ANNUAL MEMBERSHIP PAYMENT DUE OCTOBER 1, 2016 - IF WE ELECT TO PAY IN TWO INSTALLMENTS - FIRST HALF DUE OCTOBER 1, 2016 SECOND HALF DUE APRIL 30, 2017	81617025	177,277.00	177,277.00
120025	WSPRA (WA SCHOOL PUBLIC RELATI	09/08/2016	2016 MEMBERSHIP	2016 WSPRA MEMBERSHIP FOR CELESTE JOHNSTON	0	70.00	70.00
15	Computer			Check(s) For a Total of			206,044.06

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	15	Computer	Checks For a Total of	206,044.06
Total For	15	Manual, Wire Tran, ACH & Computer	Checks	206,044.06
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	206,044.06

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$123,128.85. The payments are further identified in this document.

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

Warrant Numbers 120026 through 120064, totaling \$123,128.85

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120026	ABC SUN CONTROL INC	09/14/2016	17812	CHLOE CLARK ELEMENTARY SCHOOL 3M SECURITY FILM INSTALLATION	81516131	3,655.68	3,655.68
120027	ACE FIRE & SECURITY SYSTEMS	09/14/2016	1032917	ANNUAL FIRE ALARM TESTING & INSPECTION AT CHERRYDALE ELEM, 1201 GALLOWAY ST, STEILACOOM	101516103	103.93	103.93
120028	ANN P. MCMAHON	09/14/2016	24 AUG 2016	INDEPENDENT CONTRACTOR ANN MCMAHON FOR PAUL HARVEY - PLEASE PAY	271516049	1,584.75	1,584.75
120029	BRITTAIN, JAMES E	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	61.45	61.45
120030	BUILDING CONTROL SYSTEMS INC	09/14/2016	9590	OPEN PURCHASE ORDER 2015-2016 FOR HVAC SYSTEM CONTROL PARTS & SERVICE	101516035	920.36	920.36
120031	CENTURYLINK #206-Z25-0055-467B	09/14/2016	AUG 25	DISTRICT WIDE CENTURY LINK SERVICES OPEN PO FY 2015-16 / ACCT #206-Z25-0055-467B	81516020	2,832.47	2,832.47
120032	CITY OF DUPONT	09/14/2016	000419-000	ELECTRICITY & WATER/SEWER OPEN PO 2015-16	81516051	940.95	16,945.95
			000420-000	ELECTRICITY & WATER/SEWER OPEN PO 2015-16	81516051	3,060.70	
			000421-000	ELECTRICITY &	81516051	679.90	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WATER/SEWER OPEN			
				PO 2015-16			
			000422-000	ELECTRICITY &	81516051	59.10	
				WATER/SEWER OPEN			
				PO 2015-16			
			001586-016	ELECTRICITY &	81516051	1,265.85	
				WATER/SEWER OPEN			
				PO 2015-16			
			103176-000	ELECTRICITY &	81516051	3,416.15	
				WATER/SEWER OPEN			
				PO 2015-16			
			103176-001	ELECTRICITY &	81516051	59.10	
				WATER/SEWER OPEN			
				PO 2015-16			
			103176-002	ELECTRICITY &	81516051	2,607.90	
				WATER/SEWER OPEN			
				PO 2015-16			
			103176-003	ELECTRICITY &	81516051	4,856.30	
				WATER/SEWER OPEN			
				PO 2015-16			
120033	COASTWIDE LABORATORIES	09/14/2016	GT2905993	OPEN PURCHASE	101516003	315.88	526.65
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
			NT2905993	OPEN PURCHASE	101516003	210.77	
				ORDER 2015-2016			
				FOR CUSTODIAL			
				SUPPLIES			
120034	COMCAST	09/14/2016	45466656	LAST 15-16 BILL	0	6,603.92	6,603.92
				FOR DISTRICT			
				ETHERNET SERVICE			
120035	CULLIGAN	09/14/2016	201609400885	CULLIGAN SERVICE	81617029	78.96	78.96
				OPEN PURCHASE			
				ORDER FOR			
				DISTRICT OFFICE			
				AND MAINTENANCE			
				2016-17			
120036	CURRICULUM ASSOCIATES LLC	09/14/2016	90427744	I-READY	81516123	10,393.00	48,381.54
				DIAGNOSTIC AND			
				INSTRUCTION MATH			
				351-500 1 YEAR			
				note vendor			
				address change on			
				invoice PO BOX			
				2001 N Billerica			
				MA 01862-0901			
			90427745	I-READY	81516123	37,988.54	
				DIAGNOSTIC AND			
				INSTRUCTION MATH			
				AND READING			

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				LICENSE note vendor address change on invoice PO BOX 2001 N Billerica MA 01862-0901			
120037	DANDE COMPANY	09/14/2016	MA082516-2	D.O. NAMEPLATES AND BADGES	0	109.44	109.44
120038	FIRST STUDENT INC	09/14/2016	11259490	FIRST STUDENT BUS TRANSPORTATION OPEN PO 2015-16	81516072	3,718.85	3,718.85
120039	GALLIGAN, PAUL A	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 TRAINING	0	73.44	73.44
120040	GARLAND/DBS INC	09/14/2016	2511029118	SIDING REPAIRS TO FRONT AND BACK ENTRY WAYS AT CHERRYDALE ELEMENTARY	101516096	11,991.38	11,991.38
120041	GLEB, ELIZABETH ELLEN	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE /SER2 GRANT TRAINING	0	136.08	136.08
120042	GRAINGER	09/14/2016	9149348329	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES	101516006	286.63	286.63
120043	GREER, SUSAN FLEMING	09/14/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - FERRY TICKETS	0	47.70	47.70
120044	HAROLD LEMAY ENTERPRISES	09/14/2016	7802474	LAST INVOICES FOR 2016-17 SCHOOL YEAR	0	101.01	1,358.64
			7802998	LAST INVOICES FOR 2016-17 SCHOOL YEAR	0	442.58	
			7803077	LAST INVOICES FOR 2016-17 SCHOOL YEAR	0	67.01	
			7803085	LAST INVOICES FOR 2016-17 SCHOOL YEAR	0	138.22	
			7803131	LAST MONTH OF 15-16	0	276.44	
			7803242	LAST INVOICES FOR 2016-17 SCHOOL YEAR.	0	232.37	
			7803867	LAST INVOICES FOR 2016-17 SCHOOL YEAR	0	101.01	
120045	HOLROYD CO INC	09/14/2016	292264	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES	101516007	202.15	202.15

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120046	LEMAY MOBILE SHREDDING	09/14/2016	4489463	DISTRICT WIDE SHREDDING SERVICES OPEN PO 2015-16	81516055	38.00	38.00
120047	MASSEY'S PIANO TUNING	09/14/2016	712954	TUNE YOUNG CHANG GRAND, TUNE UPRIGHT	0	150.00	150.00
120048	NIERMAN, TISHANGELA ARTELL	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SER2 TRAINING	0	113.40	113.40
120049	PACIFIC LUTHERAN UNIVERSITY	09/14/2016	2036	GRADUATION SVCS - PLU OLSON AUDITORIUM OPEN PO FOR DEPOSIT AND FINAL PAYMENT	4311516003	3,762.50	3,762.50
120050	PHILLIPS, JACOB LEE	09/14/2016	REIMBURSE MILEAGE	REIMBURSE IN-DISTRICT MILEAGE / AUG 2016	0	26.22	26.22
120051	PIERCE COUNTY SEWER	09/14/2016	00858625 AUG	DISTRICT WIDE SEWER SERVICES OPEN PO 2015-16	81516036	162.61	333.44
			01354221 AUG	DISTRICT WIDE SEWER SERVICES OPEN PO 2015-16	81516036	170.83	
120052	PUGET SOUND ENERGY	09/14/2016	08/31/16	DISTRICT WIDE PSE OPEN PO FOR 2015-16	81516067	5,551.17	5,551.17
120053	RIPP, KAREN MARIE	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - SERS TRAINING	0	30.88	30.88
120054	RODDA PAINT	09/14/2016	27078716	OPEN PURCHASE ORDER 2015-2016 FOR PAINT SUPPLIES	101516036	260.07	260.07
120055	RSD	09/14/2016	26196279-00	OPEN PURCHASE ORDER 2015-2016 FOR HVAC PARTS	101516037	46.87	176.05
			26196279-01	OPEN PURCHASE ORDER 2015-2016 FOR HVAC PARTS	101516037	129.18	
120056	SCHOOL SPECIALTY	09/14/2016	208117005875	Anderson Island Workroom Furniture - School Specialty per Proposal #R1.4922	101516108	1,481.95	3,128.32
			208117006398	STEILACOOM HIGH SCHOOL SPED ROOM FURNITURE:PROPOSAL #R1.6722	101516109	1,257.14	
			208117049254	Anderson Island	101516108	389.23	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Workroom Furniture - School Specialty per Proposal #R1.4922			
120057	SCHULTZ-BRACE, KERI LYNN	09/14/2016	REIMBURSE TRAVEL	REIMBURSE TRAVEL - 2016 VANCOUVER, AP SUMMER INSTITUTE	0	302.14	302.14
120058	SODEXO INC & AFFILIATES	09/14/2016	09/02/2016	SODEXO FOOD SERVICES OPEN PO 2015-16	81516059	644.85	644.85
120059	TANNER ELECTRIC	09/14/2016	72131000	OPEN PO FOR ANDERSON ISLAND ELECTRICITY 2015-16 / ACCT #72131000	81516060	384.00	384.00
120060	TRUSTEED PLANS SERVICE CORP	09/14/2016	0088001-IN	TPSC SERVICES OPEN PO 2015-16	81516042	7,024.79	7,024.79
120061	WASHINGTON TRACTOR INC	09/14/2016	1112797	OPEN PURCHASE ORDER 2015-2016 FOR SUPPLIES & REPAIRS	101516040	314.96	314.96
120062	WEIGHT, KATHLEEN J	09/14/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	17.93	17.93
120063	WESTERN STATE HOSPITAL	09/14/2016	A 19-1A AUG	DHSH / WESTERN STATE FUEL OPEN PO 2015-16	81516069	152.16	152.16
120064	WORLD BOOK INC	09/14/2016	0001538774	world online library subscription	2371516067	1,098.00	1,098.00
			39	Computer	Check(s) For a Total of		123,128.85

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	39	Computer	Checks For a Total of	123,128.85
Total For	39	Manual, Wire Tran, ACH & Computer	Checks	123,128.85
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	123,128.85

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$11,333.48. The payments are further identified in this document.

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

Warrant Numbers 120065 through 120072, totaling \$11,333.48

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120065	BUCKMISTER, AMANDA NICOLE	09/14/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - CLASSROOM SUPPLIES	0	232.44	232.44
120066	HANDWRITING WITHOUT TEARS	09/14/2016	1040222-2	Handwriting without Tears: Pre-school, Kindergarten, 1st grade curriculum	1461617007	1,977.26	1,977.26
120067	IMMEDIA	09/14/2016	67223	DESIGN BANNER AND BUMPER STICKER	0	114.87	114.87
120068	MERRITT, LINDA NAOMI	09/14/2016	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	66.41	66.41
120069	ROBI'S CAMERA CENTER	09/14/2016	R2000947	CTE COMMERCIAL ART - 5 NEW CANON CAMERAS, SEE QUOTE R1001285	141617005	5,798.52	5,798.52
120070	SCHOLASTIC INC	09/14/2016	M5820761 4 M5821386 9 M5857978 0	SCHOLASTIC NEWS 3 SCHOLASTIC NEWS 2 SCHOLASTIC NEWS MAGAZINES FOR MARTIN & WONG	0 0 1271617001	1,285.90 1,066.44 388.11	2,740.45
120071	STARFALL EDUCATION	09/14/2016	S2385727.001	StarFall Writing Journals for Kindergarten & First Grade	1621617003	291.98	291.98
120072	STROBEL, MELISSA	09/14/2016	REIMBURSE SUPPLIES1	REIMBURSE CLASSROOM SUPPLIES	0	111.55	111.55

8 Computer Check(s) For a Total of 11,333.48

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	11,333.48
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	11,333.48
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	11,333.48

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$6,209.32. The payments are further identified in this document.

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

Warrant Numbers 120073 through 120083, totaling \$6,209.32

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120073	INTEGRATED REGISTER SYSTEMS IN	09/15/2016	IN013667	IT RECEIPTING HOSTING SERVICE FEES 9/1/2016 - 8/31/2017	81617020	722.04	3,675.84
			IN013712	IT RECEIPTING HELP DESK ANNUAL SUPPORT/SOFTWARE UPGRADES 2016-17 SCHOOLYEAR	81617002	2,953.80	
120074	LOWE, LAURA G	09/15/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES -- 8TH GRADE CLASSROOM SET UP	0	29.08	29.08
120075	LUCAS, AVIVA	09/15/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE - MCKINNEY-VENTO	0	77.91	77.91
120076	MERRITT, LINDA NAOMI	09/15/2016	REIMBURSE SUPPLIES	REIMBURSE CLASSROOM SUPPLIES	0	7.96	7.96
120077	SARAH WILLSIE	09/15/2016	09-09	TRAVEL TIME AND MEETING/CONSULT 7.5 HOURS	0	675.00	675.00
120078	SECURE PACIFIC CORP	09/15/2016	92087	OPEN PURCHASE ORDER 2016-2017 FOR SECURITY, FIRE & ELEVATOR MONITORING	101617032	183.29	458.05
			93847	OPEN PURCHASE ORDER 2016-2017 FOR SECURITY, FIRE & ELEVATOR MONITORING	101617032	50.40	
			93850	OPEN PURCHASE ORDER 2016-2017	101617032	144.66	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			94002	FOR SECURITY, FIRE & ELEVATOR MONITORING OPEN PURCHASE ORDER 2016-2017 FOR SECURITY, FIRE & ELEVATOR MONITORING	101617032	79.70	
120079	STROBEL, MELISSA	09/15/2016	REIMBURSE SUPPLIES 2	REIMBURSE CLASSROOM SUPPLIES	0	140.78	140.78
120080	THYSSENKRUPP ELEVATOR CORP	09/15/2016	3002760284	OPEN PURCHASE ORDER 2016-2017 FOR ELEVATOR MONITORING AT DISTRICT ADMIN CENTER, 511 CHAMBERS, STEILACOOM	101617045	574.35	574.35
120081	VEGH, MATTHEW BENJAMIN	09/15/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - PERCUSSION CLASS SUPPLIES	0	196.80	196.80
120082	WEIGHT, KATHLEEN J	09/15/2016	REIMBURSE MILEAGE	REIMBURSE MILEAGE	0	36.94	36.94
120083	WELLS FARGO VENDOR FIN SERV	09/15/2016	65435732	MAINTENANCE COPIERS FINANCING OPEN PO FY 2016-17: ACCT SCHEDULE# 7388747-009	81617031	75.49	336.61
			65437267	CHLOE CLARK COPIERS FINANCING OPEN PO FY 2016-17: ACCT SCHEDULE #7388747-009	81617032	261.12	
11	Computer			Check(s) For a Total of			6,209.32

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	11	Computer	Checks For a Total of	6,209.32
Total For	11	Manual, Wire Tran, ACH & Computer	Checks	6,209.32
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,209.32

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$25,084.34. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 120084 through 120091, totaling \$25,084.34

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120084	ALBERS & COMPANY INC	09/20/2016	1251	ALBERS AND CO INC FY 1516 OPEN PO	81516018	3,064.17	3,064.17
120085	CENTURYLINK #300493944	09/20/2016	AUGUST	DISTRICT WIDE CENTURY LINK SERVICES OPEN PO FY2015-16 / ACCT #300493944	81516021	346.90	346.90
120086	KYOCERA	09/20/2016	55T1002741	KYOCERA SERVICE CONTRACT OVERAGE CHARGE FOR THE 09/01/2015 TO 08/31/2016 PERIOD	81516133	11,355.08	11,355.08
120087	LITT, TERESA ANN	09/20/2016	REIMBURSE SUPPLIES	REIMBURSE LIBRARY CONFERENCE	0	115.00	115.00
120088	SCHOOL OUTFITTERS	09/20/2016	INV12081471	PO 1461516017 CLOSED TOO SOON - LAST SHIPMENT OF PURCHASED ITEMS	0	1,902.23	1,902.23
120089	SUNBELT RENTALS	09/20/2016	62590734-001	Sunbelt - Equipment Rentals	101516126	1,285.23	1,285.23
120090	TED BROWN MUSIC CO	09/20/2016	2216962	Sound System	111516067	3,015.73	3,015.73
120091	TOTALFUNDS BY HASLER	09/20/2016	AUG 16	POSTAGE MACHINE SERVICES AND SUPPLIES OPEN PO 2015-16	81516040	4,000.00	4,000.00

8 Computer Check(s) For a Total of 25,084.34

	0	Manual	Checks For a Total of	0.0
	0	Wire Transfer	Checks For a Total of	0.0
	0	ACH	Checks For a Total of	0.0
	8	Computer	Checks For a Total of	25,084.3
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	25,084.3
Less	0	Voided	Checks For a Total of	0.0
			Net Amount	25,084.3

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$40,502.88. The payments are further identified in this document.

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

Warrant Numbers 120092 through 120107, totaling \$40,502.88

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120092	CDW-G	09/21/2016	FGF1340	Laptops for Principals at Saltar's and Pioneer	111617005	2,279.60	3,740.65
			FHD8415	Laptops for Principals at Saltar's and Pioneer	111617005	1,461.05	
120093	COLLEGE BOARD	09/21/2016	EA67184953	ELA 9-11 annual re-supply order off adopted curriculum (SPRINGBOARD)	271617021	13,952.57	13,952.57
120094	CULLIGAN	09/21/2016	201609380587	CULLIGAN SERVICE OPEN PURCHASE ORDER FOR DISTRICT OFFICE AND MAINTENANCE 2016-17	81617029	99.21	99.21
120095	DOUGLAS, RYAN	09/21/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - PROFESSIONAL DEVELOPMENT	0	19.83	19.83
120096	FOLLETT SCHOOL SOLUTIONS INC	09/21/2016	1236760	DISTRICT WIDE DESTINY LIBRARY & WEBPATH EXPRESS SITE LICENSE RENEWAL 2016-17	81617030	9,089.75	9,089.75
120097	HOUGHTON MIFFLIN HARCOURT	09/21/2016	952585839	CogAT screener supply order for HCP	271617025	1,024.45	1,024.45
120098	LOWE, LAURA G	09/21/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES --	0	8.41	8.41

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amou
120099	LUCAS, AVIVA	09/21/2016	REIMBURSE MILEAGE MV	DENSITY/MOLECULE LAB MCKINNEY-VENTO MILEAGE	0	73.20	73.
120100	MCGANN, MELISSA MICHELLE	09/21/2016	REIMBURSE MILEAGE	REIMBURSEMENT REIMBURSE MILEAGE	0	73.87	73.
120101	PHILLIPS, JACOB LEE	09/21/2016	REIMBURSE MILEAGE	REIMBURSE IN-DISTRICT MILEAGE / SEPT 2016	0	18.31	18.
120102	SNYDER, MARY P	09/21/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES - STANDING DESK	0	153.29	153.
120103	TOWN OF STEILACOOM	09/21/2016	RENTAL CONTRACT	GF CHOIR - CHAMBER RETREAT	4311617010	200.00	200.
120104	TRUSTEED PLANS SERVICE CORP	09/21/2016	008191-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	6,918.91	10,088.
			0088096-IN	TRUSTEED PLANS SERVICE CORPORATION SERVICES FY 2016-17 OPEN PO	81617040	3,170.00	
120105	WELLS FARGO FINANCIAL LEASING	09/21/2016	5003327094	LEASE FOR COPIERS SERIAL NUMBERS, PQH9Z02826, QFU0902450, AND QZJ0X04668	81617033	612.01	785
			5003358543	LEASE FOR COPIERS SERIAL NUMBERS, PQH9Z02826, QFU0902450, AND QZJ0X04668	81617033	173.00	
120106	WILSON, SHAMEIKA	09/21/2016	REIMBURSE MILEAGE MV	REIMBURSE MILEAGE - MCKINNEY-VENTO	0	48.60	48
120107	WINNING SEASONS	09/21/2016	J2016305	GF SUPPLIES - WINNING SEASONS T-SHIRT ORDER	4311617006	1,126.82	1,126
16	Computer			Check(s) For a Total of		40,502	

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	16	Computer	Checks For a Total of	40,502.88
Total For	16	Manual, Wire Tran, ACH & Computer	Checks	40,502.88
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	40,502.88

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$293.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 120108 through 120108, totaling \$293.75

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120108	ZAJAC-MATTES, MEGGAN ELIZABETH	09/21/2016	REIMBURSE SUPPLIES	REIMBURSE SUPPLIES- CLASSROOM SETUP	0	293.75	293.75
1	Computer	Check(s) For a Total of					293.75

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	293.75
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	293.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	293.75

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$1,062.55. The payments are further identified in this document.

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

Warrant Numbers 120109 through 120109, totaling \$1,062.55

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
120109	STEILACOOM HIST SCHOOL DIST #1	09/23/2016	compadj 8	Comp Tax Adjustment	0	-0.01	1,062.55
			CTAX11 20160922AAA	Comp Tax owed for Cash Account 11 through 08/31/2016	0	1,062.56	
			1	Computer	Check(s) For a Total of		1,062.55

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,062.55
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,062.55
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,062.55

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$1,524.50. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$1,524.50

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
119856	RAINIER APPAREL	08/17/2016	M201698	LEADERSHIP - T-SHIRTS NTE \$1500.00	4311617001	1,524.50	1,524.50

1 Void Check(s) For a Total of 1,524.50

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer	Checks	0.00
Less	1	Voided	Checks For a Total of	1,524.50
			Net Amount	-1,524.50

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$244.29. The payments are further identified in this document.

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

Warrant Numbers 402867 through 402868, totaling \$244.29

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402867	REDMAN, KATHERINE J	08/18/2016	reim\$141.50	SUPPLIES AND FOOD PURCHASE FOR S2S TRAINING REIMBURSEMENT	0	141.50	141.50
402868	STEILACOOM HIST SCHOOL DIST #1	08/18/2016	FTreim\$102.79	PIO ASB TO REIMBURSE GF FOR GREAT WOLF LODGE TRANSPORTATION COST: PO4051617001	0	102.79	102.79
				2 Computer	Check(s) For a Total of		244.29

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	244.29
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	244.29
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	244.29

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$54.34. The payments are further identified in this document.

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

Warrant Numbers 402869 through 402869, totaling \$54.34

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402869	STEILACOOM HIST SCHOOL DIST #1	08/18/2016	CTAX41 20160818AAA	Comp Tax owed for Cash Account 41 through 08/18/2016	0	54.34	54.34

1	Computer	Check(s) For a Total of	54.34
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	54.34
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	54.34
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54.34

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$1,524.50. The payments are further identified in this document.

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

Warrant Numbers 402870 through 402870, totaling \$1,524.50

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402870	RAINIER APPAREL	08/29/2016	M201698 - a	1000 GEN ASB - ASB GEAR NTE \$1000	4061617001	1,524.50	1,524.50
			1	Computer	Check(s) For a Total of		1,524.50

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,524.50
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	1,524.50
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,524.50

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$405.00. The payments are further identified in this document.

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

Warrant Numbers 402871 through 402872, totaling \$405.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402871	NASSP	08/29/2016	9000791323	MEMBERSHIP RENEWAL FOR MIKE MILLER	0	385.00	385.00
402872	TEAM CONNECTION	08/29/2016	162C16782-IN	ITEM # 1248545-100-XL UNDER ARMOUR WOMEN'S ALPHA LONG SLEEVE PURCHASE; PO4061516268	0	20.00	20.00

2 Computer Check(s) For a Total of 405.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	405.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	405.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	405.00

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$4,808.33. The payments are further identified in this document.

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

Warrant Numbers 402873 through 402873, totaling \$4,808.33

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402873	SWIMOUTLET.COM	08/31/2016	11536278	2012 BOYS SWIM - SWIMOUTLET.COM PARKA QUOTE	4061617019	4,808.33	4,808.33

1	Computer	Check(s) For a Total of	4,808.33
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	4,808.33
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	4,808.33
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,808.33

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$269.00. The payments are further identified in this document.

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

Warrant Numbers 402874 through 402881, totaling \$269.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402874	ARIAS JR, BAUDELIO	09/06/2016	0825	REFUND OF REVENUE	0	15.00	15.00
				- PDAY SWEATPANTS			
402875	BROWN, SANDRA	09/06/2016	REFUND PRIDEWEAR	REFUND OF REVENUE	0	25.00	25.00
				- PRIDEWEAR			
				STUDENT STORE			
				ITEMS			
402876	BUJACICH, KRISTINA M	09/06/2016	REFUND FOOTBALL	REFUND OF REVENUE	0	75.00	75.00
				- FOOTBALL USER			
				FEE			
402877	HITCHCOCK, LINDA	09/06/2016	REFUND SWEATPANTS	REFUND OF REVENUE	0	5.00	5.00
				- PDAY SWEATPANTS			
402878	MCCLINTOCK, MOLLY	09/06/2016	REFUND PE SHORTS	REFUND OF REVENUE	0	9.00	9.00
				- PE SHORTS			
402879	REECE, CHELSIE	09/06/2016	REFUND PDAY PURCHASE	REFUND PDAY	0	75.00	75.00
				PURCHASES -			
				STUDENT			
				TRANSFERRED			
				SCHOOLS			
402880	SANTOS, MARIE	09/06/2016	REFUND STUDENT STORE	REFUND STUDENT	0	15.00	15.00
				STORE -			
				SWEATPANTS			
402881	SPOJA, JARON	09/06/2016	REFUND ASB CARD	REFUND OF REVENUE	0	50.00	50.00
				- ASB CARD			

8 Computer Check(s) For a Total of 269.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	269.00
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	269.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	269.00

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$1,841.53. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 402882 through 402884, totaling \$1,841.53

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402882	BSN SPORTS	09/09/2016	98168012	Reference to PO4061516105: Quote #157668 - Nike Elite Coaches Polos and Shorts	0	829.53	829.53
402883	TEAM CONNECTION	09/09/2016	161C16782-IN	Refer to PO 4061516268: Women's Volleyball Long Sleeve Shirts	0	512.00	512.00
402884	UNIVERSITY OF PUGET SOUND	09/09/2016	1TeamReg	Team Registration for Steilacoom High School Boy's Basketball	0	500.00	500.00
				3 Computer	Check(s) For a Total of		1,841.53

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	3	Computer	Checks For a Total of	1,841.53
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	1,841.53
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,841.53

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$14,412.05. The payments are further identified in this document.

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

Warrant Numbers 402885 through 402888, totaling \$14,412.05

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402885	ESPRESSO PRODUCT DIRECT	09/16/2016	46232	4012 SS - ESPRESSO PRODUCT DIRECT OPEN PO NTE \$1500.00	4061617004	406.00	406.00
402886	OLYMPIA HIGH SCHOOL	09/16/2016	ENTRYFEE	2011 GIRLS SWIM - OLYMPIA HS SOUTH SOUND RELAY	4061617035	80.00	80.00
402887	SPECIALTY FROZEN DISTRIBUTING	09/16/2016	9003459	4012 SS - SPECIALTY FROZEN DISTRIBUTING OPEN PO NTE \$1000.00	4061617007	240.00	240.00
402888	WINNING SEASONS	09/16/2016	M2016374	Order of "Pride Wear." (Sweatshirts, Sweatpants, T-Shirts, etc.)	4051617004	6,216.76	13,686.05
			M2016482	PRIDE WEAR - SECOND ORDER	4051617005	7,469.29	
			4	Computer	Check(s) For a Total of		14,412.05

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$687.17. The payments are further identified in this document.

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

Warrant Numbers 402889 through 402891, totaling \$687.17

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402889	FOLLETT SCHOOL SOLUTIONS INC	09/16/2016	412534f-1	EDUCATIONAL MATERIALS - LAST FROM PO 4031516025	0	320.83	320.83
402890	STEILACOOM HIST SCHOOL DIST #1	09/16/2016	ASB COMP TAX	REISSUED COMP TAX CHECK -- WARRANT #402869 NEVER ARRIVED	0	54.34	54.34
402891	THE TRACK MAN, LLC	09/16/2016	4430	2015 TRACK - JAVELIN REPAIRS	4061516294	312.00	312.00
				3 Computer	Check(s) For a Total of		687.17

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$182.83. The payments are further identified in this document.

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

Warrant Numbers 402892 through 402894, totaling \$182.83

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402892	KELLER, AIRICA C	09/23/2016	reimbursement	CHALK WALL EXPENSE REIMBURSEMENT	0	32.56	32.56
402893	PAPA JOHN'S PIZZA	09/23/2016	S2208-16-3080	4012 SS - PAPA JOHNS OPEN PO NTE \$3000.00	4061617003	50.27	50.27
402894	THE BAIR BISTRO	09/23/2016	43	CHERRYDALE KINDERGARTEN FIELD TRIP MEAL	0	100.00	100.00
			3	Computer	Check(s) For a Total of		182.83

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	3	Computer	Checks For a Total of	182.83
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	182.83
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	182.83

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$104.35. The payments are further identified in this document.

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

Warrant Numbers 402895 through 402895, totaling \$104.35

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402895	STEILACOOM HIST SCHOOL DIST #1	09/23/2016	CTAX41	20160922AAA Comp Tax owed for Cash Account 41 through 08/31/2016	0	104.35	104.35
			1	Computer	Check(s) For a Total of		104.35

	0	Manual	Checks For a Total of	0.
	0	Wire Transfer	Checks For a Total of	0.
	0	ACH	Checks For a Total of	0.
	1	Computer	Checks For a Total of	104.
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	104.
Less	0	Voided	Checks For a Total of	0.
			Net Amount	104.

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

As of September 28, 2016, the board, by a _____ vote, approves payments, totaling \$0.00, and voids/cancellations, totaling \$54.34. The payments and voids are further identified in this document.

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

Voids/Cancellations, totaling \$54.34

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
402869	STEILACOOM HIST SCHOOL DIST #1	09/12/2016	CTAX41 20160818AAA	Comp Tax owed for Cash Account 41 through 08/18/2016	0	54.34	54.34
			1	Void	Check(s) For a Total of		54.34

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	0	Manual, Wire Tran, ACH & Computer Checks		0.00
Less	1	Voided	Checks For a Total of	54.34
			Net Amount	-54.34

Steilacoom Historical School District No. 1
Financial Report - August 31, 2016
General Fund Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of August 31, 2016 for the district's five operating funds. It provides the School Board fiscal information to evaluate each month the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/Year-End Projection/YTD Actual

	Annual Budget	Year To Date Actual	Projected Variance	Projected Variance
General Fund				
Revenues & Other Financing Sources	33,408,852	33,194,474	(214,378)	0.64%
Expenditures & Other Financing Uses	34,357,931	32,887,010	(1,470,921)	4.28%
 Excess Revenues/Other Financing Sources Over (under) Expend & Oth Financing Uses	 (949,079)	 307,464		

General Fund Actual Ending Fund Balances:

Committed for Other Purposes	525,293	
Restricted for Carryover	0	
Unassigned Fund Balance	2,696,368	
Unassigned Minimum Fund Balance	1,855,000	
Ending Unassigned Fund Balance		<u><u>5,076,660</u></u>

Capital Projects Actual Fund Ending Fund Balances:

Beginning Committed for Other Purposes		1,564,219	
General Fund Transfer to Capital Projects	0		
Revenue	122,541		
Expenses	(395,040)		
		(272,499)	
Ending Committed Assigned Fund Balance			<u>1,291,720</u>

Other Funds Actual Ending Fund Balances:

	Beginning Balance	Ending Balance	Variance
Debt Service Fund	3,213,328	2,955,195	(258,133)
Transportation Fund	52,247	67,640	15,393
ASB Fund	281,588	317,214	35,626
Anderson Island	354	575	221
Cherrydale	4,903	6,766	1,863
Chloe Clark	7,529	4,469	(3,060)
Saltar's Point	10,546	5,606	(4,940)
Pioneer Middle	59,325	75,659	16,334
Steilacoom High	198,931	227,763	28,832
Total Ending ASB Fund Balance			<u>320,837</u>

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2016

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	7,040,134	25,585.23	7,015,525.88		24,608.12	99.65
2000 LOCAL SUPPORT NONTAX	1,085,800	105,888.99	992,432.82		93,367.18	91.40
3000 STATE, GENERAL PURPOSE	18,822,682	1,883,474.98	18,846,538.43		23,856.43-	100.13
4000 STATE, SPECIAL PURPOSE	4,104,805	499,222.30	4,288,910.21		184,105.21-	104.49
5000 FEDERAL, GENERAL PURPOSE	400,000	.00	449,861.78		49,861.78-	112.47
6000 FEDERAL, SPECIAL PURPOSE	1,892,431	135,167.68	1,548,502.88		343,928.12	81.83
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	55,500	3,073.58	50,285.60		5,214.40	90.60
9000 OTHER FINANCING SOURCES	7,500	2,416.05	2,416.05		5,083.95	32.21
<u>Total REVENUES/OTHER FIN. SOURCES</u>	33,408,852	2,654,828.81	33,194,473.65		214,378.35	99.36
B. EXPENDITURES						
00 Regular Instruction	18,747,891	1,419,754.93	18,572,399.63	6,362.23-	181,853.60	99.03
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	4,128,397	303,134.49	3,832,137.83	4,297.00	291,962.17	92.93
30 Voc. Ed Instruction	1,576,595	103,553.59	1,454,817.85	7,309.80-	129,086.95	91.81
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	1,570,000	98,180.71	1,269,952.51	0.00	300,047.49	80.89
70 Other Instructional Pgms	227,631	12,669.91	147,867.37	0.00	79,763.63	64.96
80 Community Services	2,500	.00	.00	0.00	2,500.00	0.00
90 Support Services	8,104,918	628,592.72	7,609,834.63	90,691.48	404,391.89	95.01
<u>Total EXPENDITURES</u>	34,357,932	2,565,886.35	32,887,009.82	81,316.45	1,389,605.73	95.96
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	949,080-	88,942.46	307,463.83		1,256,543.83	132.40-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	4,340,280		4,769,196.62			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	3,391,200		5,076,660.45			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restricted for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self Insur	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	525,280	525,292.73
G/L 872 Committd to Econmc Stabilizatin	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	1,025,921	2,696,367.72
G/L 891 Unassigned Min Fnd Bal Policy	1,840,000	1,855,000.00
 <u>TOTAL</u>	 3,391,201	 5,076,660.45
 Differences	 1-	 .00

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

20--CAPITAL PROJECT FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2016

	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	76,000	424.64	122,541.35		46,541.35-	161.24
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	1,250,000	.00	.00		1,250,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	1,326,000	424.64	122,541.35		1,203,458.65	9.24
<u>B. EXPENDITURES</u>						
10 Sites	374,480	.00	252,171.87	0.00	122,308.13	67.34
20 Buildings	2,165,520	.00	142,867.67	0.00	2,022,652.33	6.60
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	25,000	.00	.00	0.00	25,000.00	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>	2,565,000	.00	395,039.54	0.00	2,169,960.46	15.40
<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>	1,239,000-	424.64	272,498.19-		966,501.81	78.01-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	1,310,475		1,564,219.11			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	71,475		1,291,720.92			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	49,877-	.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 Impact Fees	75,000	124,020.00
G/L 867 Restrictd Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 889 Assigned to Fund Purposes	46,352	1,167,700.92
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	71,475	1,291,720.92

30--DEBT SERVICE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of August, 2016

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	5,831,322	20,889.58	5,715,963.20		115,358.80	98.02
2000 Local Support Nontax	1,500	1,246.28	4,704.88		3,204.88-	313.66
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>	 5,832,822	 22,135.86	 5,720,668.08		 112,153.92	 98.08
 <u>B. EXPENDITURES</u>						
Matured Bond Expenditures	3,685,000	.00	3,685,000.00	0.00	.00	100.00
Interest On Bonds	2,292,275	.00	2,292,275.00	0.00	.00	100.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	10,000	.00	1,526.23	0.00	8,473.77	15.26
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>	 5,987,275	 .00	 5,978,801.23	 0.00	 8,473.77	 99.86
 <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</u>						
<u>OVER(UNDER)EXPENDITURES (A-B-C-D)</u>	154,453-	22,135.86	258,133.15-		103,680.15-	67.13
 <u>F. TOTAL BEGINNING FUND BALANCE</u>	 3,116,264		 3,213,328.21			
 <u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	 XXXXXXXXXX		 .00			
 <u>H. TOTAL ENDING FUND BALANCE</u>	 2,961,811		 2,955,195.06			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted for Other Items	0	.00
G/L 830 Restricted for Debt Service	2,961,811	2,955,195.06
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>	 2,961,811	 2,955,195.06

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 9-28-16						
Name	Position	FTE	Location	Effective Date	Action	Comment
Uthus John	Teacher	1.00	High School	9/1/2016	New Hire	Leave Replacement
Denny Susan	Teacher	1.00	High School	9/13/2016	New Hire	

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 9-28-16						
Name	Position	Hours	Location	Effective Date	Action	Comment
Jones Mary	Student Specific Paraeducator	6.50	High School	9/19/2016	New Hire	
McJunkins Michael	Paraeducator	6.50	Pioneer	10/10/2016	New Hire	
Zacher Joshua	Custodial/Grounds	8.00	Maintenance	10/10/2016	New Hire	

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

Personnel Report 9-28-16					
Name	Position	Location	Effective Date	Amount	Comment
Evans Bettina	Data Team Leader	Cherrydale	9/26/2016	1,000.00	
Lyons Jill	Data Team Leader	Cherrydale	9/26/2016	1,000.00	
Olson Lanae	Data Team Leader	Cherrydale	9/26/2016	1,000.00	
Perry Annette	Data Team Leader	Cherrydale	9/26/2016	1,000.00	
Yoho Sylvia	Data Team Leader	Cherrydale	9/26/2016	1,000.00	
Anderson-Gonzalez Barbie	Primary Music Director	Cherrydale	9/1/2016	1,200.00	
Almeida Kaitlyn	Data Team Leader	Chloe Clark	9/19/2016	1,000.00	
Engquist Sheree	Data Team Leader	Chloe Clark	9/19/2016	1,000.00	
Enos Rodney	Data Team Leader	Chloe Clark	9/19/2016	1,000.00	
Heying Wendy	Data Team Leader	Chloe Clark	9/19/2016	1,000.00	
Widman Courtney	Data Team Leader	Chloe Clark	9/19/2016	1,000.00	
Morton Haygen	Assistant Cheer Coach	High School	9/1/2016	2,500.00	
Bonaldo Derek	Assistant Football Coach	High School	8/17/2016	4,079.25	
Chachere Sedrick	Assistant Football Coach	High School	8/17/2016	4,079.25	
Cunningham Amanda	Assistant Swim Coach Girls	High School	8/22/2016	3,258.75	
Smith Rachel	Assistant Track Coach Girls	High School	2/27/2017	3,408.75	
Jackson Jasmine	Assistant Volleyball Coach	High School	8/22/2016	3,117.75	
LaRue Hayley	Assistant Volleyball Coach	High School	8/22/2016	3,117.75	
Garrett Eric	Head Baseball Coach	High School	2/27/2017	4,841.50	
Kallay Zelma	Art Club Advisor	Pioneer	9/15/2016	2,400.00	
McJunkins Trina	Assistant Basketball Coach Girls	Pioneer	11/14/2016	3,176.25	
Ruffin Armand	Assistant Basketball Coach Girls	Pioneer	11/14/2016	3,176.25	
Perkins Patrick	Assistant Football Coach	Pioneer	9/1/2016	3,176.25	
Ruffin Armand	Assistant Football Coach	Pioneer	9/1/2016	3,176.25	
Nixon Julie	Game Club Advisor	Pioneer	9/22/2016	2,400.00	
Nixon Julie	GSA Club Advisor	Pioneer	9/22/2016	2,400.00	
Gidley Amanda	Head Basketball Coach Girls	Pioneer	11/14/2016	4,235.00	
Raschke Ragan	Head Dance Coach	Pioneer	9/1/2016	4,235.00	
Golle Jonathan	Head Wrestling Coach	Pioneer	11/14/2016	4,235.00	

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

Fannin Coleman	Data Team Leader	Saltar's Point	9/1/2016	1,000.00	
Griffin Katelyn	Data Team Leader	Saltar's Point	9/1/2016	1,000.00	
Isler Denise	Data Team Leader	Saltar's Point	9/1/2016	1,000.00	
Martin Kylie	Data Team Leader	Saltar's Point	9/1/2016	1,000.00	
Snow Dena	Data Team Leader	Saltar's Point	9/1/2016	1,000.00	
Reynolds Taylor	Intermediate Music Director	Saltar's Point	9/1/2016	2,400.00	

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

Resolution 833-09-28-16
Cancellation of Municipal Warrants

A RESOLUTION of the Board of Directors of the Steilacoom Historical School District No. 1, Pierce County, Washington, cancellation of General Fund and Associated Student Body warrants not presented within one year of their issue.

WHEREAS, RCW 39.56.040 states that warrants not presented within one year of their issue shall be cancelled by passage of a resolution of the governing body, and

WHEREAS, the Steilacoom Historical School District has the following outstanding warrants not presented for payment in excess of one year:

WARRANT	WARRANT AMOUNT	ISSUE DATE	WARRANT	WARRANT AMOUNT	ISSUE DATE
GENERAL FUND			GENERAL FUND		
116180	14.20	1/16/2015	117180	5.10	6/17/2015
116184	3.50	1/16/2015	117189	5.00	6/17/2015
116192	4.52	1/16/2015	117195	4.60	6/17/2015
116352	7.65	2/10/2015	117200	10.00	6/17/2015
116623	3.40	3/26/2015	117202	7.10	6/17/2015
116808	7.80	4/17/2015	117207	5.25	6/17/2015
116810	4.05	4/17/2015	117208	37.50	6/17/2015
116812	34.56	4/17/2015	117209	5.60	6/17/2015
116813	4.95	4/17/2015	117212	8.75	6/17/2015
116814	4.00	4/17/2015	117213	12.35	6/17/2015
116887	20.00	4/30/2015	117216	10.00	6/17/2015
116889	58.83	4/30/2015	117651	45.00	8/28/2015
116965	7.85	5/07/2015	117653	6.25	8/28/2015
117088	7.00	5/28/2015	115456	6.10	9/23/2014
117178	18.00	6/11/2015	115466	31.64	9/23/2014
115699	14.70	10/27/2014	116033	3.00	12/15/2014
115704	8.50	10/27/2014	116040	3.25	12/15/2014
115826	6.10	11/21/2014	116041	3.85	12/15/2014
115832	8.30	11/21/2014	ASB FUND		
115836	22.00	11/21/2014	401911	5.00	9/23/2014
115837	31.50	11/21/2014	401959	16.00	10/27/2014
115838	21.50	11/21/2014			
115840	8.95	11/21/2014			
116029	5.00	12/15/2014			

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Pierce County Auditor and the Pierce County Treasurer be authorized to cancel the above-listed outstanding warrants.

The resolution was passed and approved at the regular meeting of the Board of Directors held September 28, 2016.

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BY: _____
Chair

Vice-Chair

ATTEST:

Superintendent/Secretary

FIELD TRIP REQUEST FORM

Complete at least ONE MONTH before proposed date of Field Trip

Date of Request: 9/22/2016

School: SHS

Name of teacher(s) requesting field trip: Eck

Proposed date(s) of field trip: 9/30-10/1

Proposed destination(s): Steilacoom Community Center

Departure time from School:

Transportation by: ☐ Walking ☐ Bus ☒ Private Car

Return time to School:

Will students need lunch: ☐ Yes ☒ No

Content area(s) addressed: Music Clinic on repertoire, individual vocal skills, and performance concepts

Description of proposed field trip:

Chamber Choir overnight retreat at the Steilacoom Community Center with guest clinician, Rich Nace.

Number of Students: 17

Number of Chaperones: 4

Learning Objectives (please attach itinerary):

Itinerary/explanation attached

Source of Funds:

Building Budget Account # 016127800043104310000 Cost \$ 200.00 Cleaning Fee

ASB Account # _____ Cost \$ _____

Individual Students Cost \$ 10.00 to be used for: Clinician fee

Teacher Name: Kasey Eck Signature: Kasey Eck

Teacher Name: _____ Signature: _____

Approve

Deny

Administrator Name: KRISTA LAUFMAND Signature: K. Laufmand

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

September 22nd, 2016

To: Mrs. Kathy Weight and the Steilacoom Historical School District Board

From: Kasey Eck, Choral Director at SHS

Mike Miller, Principal

Subject: Permission to for Overnight/Travel

Select students from the Steilacoom High School Choirs are seeking permission from Mrs. Weight and the Steilacoom Historical District School Board to travel to participate in the annual Chamber Choir Retreat at the Steilacoom Community Center on Sept. 30th-Oct. 1st, 2016. The Chamber Choir students will receive a clinic and workshop from renowned choir director and adjudicator Rich Nace. This important experience helps the students with their beginning-of-the-year music and offers an opportunity for them grow individually as vocalists. Activities will commence at 5pm on Friday Sept. 30th and conclude Saturday, Oct. 1st at 2:00pm. The students will stay overnight and will be chaperoned by the SHS Choir Director and several parent chaperones.

Thank you for considering our request and please feel free to come by and observe the retreat! The students do amazing things.

Respectfully,

Kasey Eck

Choral Director

FIELD TRIP REQUEST FORM

Complete at least ONE MONTH before proposed date of Field Trip

Date of Request: 9/22/16

School: SHS

Name of teacher(s) requesting field trip: Eck

Proposed date(s) of field trip: 4/3 - 4/7 2017 (spring break)

Proposed destination(s): Carnegie Hall, NYC

Departure time from School:

Transportation by: ☐ Walking ☐ Bus ☐ Private Car

Return time to School:

Will students need lunch: ☐ Yes ☒ No

Content area(s) addressed: Performanc

Description of proposed field trip:

Chamber Choir trip to Carnegie Hall to perform John Rutter's "Requiem"

Number of Students: 17

Number of Chaperones: 10 - perhaps more

Learning Objectives (please attach itinerary):


Itinerary attached

Source of Funds:

Building Budget Account # _____ Cost \$ _____

ASB Account # 40040000004310000 Cost \$ ~\$45,000(airfare,etc TBD)

Individual Students Cost \$ ~\$1700.00 to be used for: airfare/hotel/music fees/etc.

Teacher Name: Kasey Eck Signature: 

Teacher Name: _____ Signature: _____

 Approve

Deny

Administrator Name: KRISTA LAUEMAND Signature: 

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

September 22nd, 2016

To: Mrs. Kathy Weight and the Steilacoom Historical School District Board

From: Kasey Eck, Choral Director at SHS

Mike Miller, Principal

Subject: Permission to for Overnight/Travel

Select students from the Steilacoom High School Choirs are seeking permission from Mrs. Weight and the Steilacoom Historical District School Board to travel to New York City, New York from April 3rd-April 7th, 2017. The Chamber Choir students were invited by local composer and conductor Dr. J. Edmund Hughes to join a larger choir of 125 voices to sing John Rutter's *Requiem* in Carnegie Hall with full orchestra and professional soloists. This very special opportunity will be the first time the Chamber Choir has traveled out of state and we are thrilled to have the experience of singing in Carnegie Hall. The simplified itinerary looks as follows:

Day 1 – Travel to NYC

Day 2 – Morning rehearsal at Grand Hyatt NYC, afternoon sight-seeing

Day 3 – Morning rehearsal, afternoon sight-seeing

Day 4 – Dress rehearsal and performance at Carnegie Hall, cruise to follow

Day 5 – Return to WA

Several chaperones and family members will be joining for this experience.

Respectfully,

Kasey Eck

Choral Director

Administrator Signature:

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

Second Reading of Policy 2145 Suicide Prevention

- No changes since first reading

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to approve Policy 2145.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

SUICIDE PREVENTION

The Steilacoom School District Board of Directors recognizes that suicide is a leading cause of death among youth and that suicidal indicators such as substance abuse and violence are complex issues that should be taken seriously. While district staff may recognize potentially suicidal youth and the district can make an initial risk assessment, the district cannot provide in-depth mental health counseling. Instead, the board directs district staff to refer students who exhibit suicidal behaviors to an appropriate service for further assessment and counseling.

District staff who have knowledge of a suicide threat must take the proper steps to support the student and to report this information to the building principal or designee who will, in turn, notify the appropriate school officials, the student's family and appropriate resource services.

The board also recognizes the need for youth suicide prevention procedures. The district will adopt and, at the beginning of each school year, provide to all district staff, including substitute and regular bus drivers, a plan for recognizing, screening, referring and responding to students in emotional or behavioral distress. At a minimum, the plan will:

- Identify training opportunities for staff on recognizing, screening and referral of students in emotional or behavioral distress, including those who exhibit indicators of substance or sexual abuse, violence or suicide;
- Describe how to utilize the expertise of district staff trained in recognition, screening and referral;
- Provide guidelines, based on staff expertise, for responding to suspicions, concerns or warning signs of emotional or behavioral distress;
- Address development of partnerships with community organizations and agencies for referral of students to support services, to include development of at least one memorandum of understanding between the district and one such entity;
- Contain procedures for communication with parents and guardians, including notification requirements in accordance with RCW 28A.320.160;
- Describe how staff should respond to a crisis situation where a student is in imminent danger to himself or herself or others;
- Describe how the district will provide support to students and staff after an incident of violence, student suicide or allegations of sexual abuse of a student;
- Describe how staff should respond when allegations of sexual contact or abuse are made against a staff member, volunteer, parent, guardian or family member of the student, including how staff should interact with parents, law enforcement and child protective services;
- Describe how the district will provide to certificated and classified staff the training on the obligation to report physical abuse or sexual misconduct required under RCW 28A.400.317.

The superintendent will develop and implement the plan and a staff training schedule to achieve the board's goals and objectives.

Cross References:	3211 - Transgender Students 3207 - Prohibition of Harassment, Intimidation and Bullying 2140 - Guidance and Counseling
Legal References:	RCW 28A.410.226 Washington professional educator standards board — Training program on youth suicide screening — Certificates for school nurses, social workers, psychologists, and counselors — Adoption of standards. RCW 28A.410.043 School Counselor Certification RCW 28A.320.1271 Model school district plan for recognition, initial screening, and response to emotional or behavioral distress in students. RCW 28A.320.127 Plan for recognition, screening, and response to emotional or behavioral distress in students.
Management Resources:	2016 - July Issue 2014 - December Issue 2011 - April Issue

Adoption Date: 2.25.15
Revised Dates: 02.24.16; 9.28.16
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: September 28, 2016

Strategic Focus Area

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

Background

Second Reading – Policy 3122 Excused and Unexcused Absences, Policy 3240, Student Conduct Expectations and Reasonable Sanctions and Policy 3241 Classroom Management, Discipline and Corrective Action

No changes since 1st readings.

Recommendations

It is the recommendation of the Superintendent to move the Policy 3240 and 3241 to a second reading.

Report prepared by:
Susanne Beauchaine, Executive Director for Student Services

EXCUSED AND UNEXCUSED ABSENCES

Excused and Unexcused Absences

Students are expected to attend all assigned classes each day. Upon enrollment and at the beginning of each school year, the district shall inform students and their parents/guardians of this expectation, the benefits of regular school attendance, the consequences of truancy, the role and responsibility of the district in regard to truancy, and resources available to assist the student and their parents and guardians in correcting truancy. The district will also make this information available online and will take reasonable steps to ensure parents can request and be provided such information in languages in which they are fluent. Parents will be required to date and acknowledge review of this information online or in writing.

Excused Absences

Regular school attendance is necessary for mastery of the educational program provided to students of the district. At times, students may be appropriately absent from class. School staff will keep a record of absence and tardiness, including a record of excuse statements submitted by a parent/guardian, or in certain cases, students, to document a student's excused absences. The following principles will govern the development and administration of attendance procedures within the district:

The following are valid excuses for absences:

1. Participation in a district or school approved activity or instructional program;
2. Illness, health condition or medical appointment (including, but not limited to, medical, counseling, dental or optometry);
3. Family emergency, including, but not limited to, a death or illness in the family;
4. Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
5. Court, judicial proceeding or serving on a jury;
6. Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
7. State-recognized search and rescue activities consistent with RCW 28A.225.055;
8. Absence directly related to the student's homeless status;
9. Absence resulting from a disciplinary/corrective action. (e.g., short-term or long-term suspension, emergency expulsion); and
10. Principal (or designee) and parent, guardian, or emancipated youth mutually agreed upon approved activity.

The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.

- A. If an absence is excused, the student will be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher; except that in participation-type classes, a student's grade may be affected because of the student's inability to make up the activities conducted during a class period.
- B. An excused absence will be verified by a parent/guardian or an adult, emancipated or appropriately aged student, or school authority responsible for the absence. If attendance is taken electronically, either for a course conducted online or for students physically within the district, an absence will default to unexcused until such time as an excused absence may be verified by a parent or other responsible adult. If a student is to be released for health care related to family planning or abortion, the student may require that the district keep the information confidential. Students thirteen and older have the right to keep information about drug, alcohol or mental health treatment confidential. Students fourteen and older have the same confidentiality rights regarding HIV and sexually transmitted diseases.

Unexcused Absences

- A. Any absence from school for the majority of hours or periods in an average school day is unexcused unless it meets one of the criteria above for an excused absence.
- B. As a means of instilling values of responsibility and personal accountability, a student whose absence is not excused will experience the consequences of his/her absence. A student's grade may be affected if a graded activity or assignment occurs during the period of time when the student is absent.
- C. The school will notify a student's parent or guardian in writing or by telephone whenever the student has failed to attend school after one unexcused absence within any month during the current school year. The notification will include the potential consequences of additional unexcused absence.
- D. A conference with the parent or guardian will be held after two unexcused absences within any month during the current school year. A student may be suspended or expelled for habitual truancy. Prior to suspension or expulsion, the parent will be notified in writing in his/her primary language that the student has unexcused absences. A conference will be scheduled to determine what corrective measures should be taken to ameliorate the cause for the student's absences from school. If the parent does not attend the conference, the parent will be notified of the steps the district has decided to take to reduce the student's absences.
- E. Not later than the student's fifth unexcused absence in a month the district will enter into an agreement with the student and parents that establishes school attendance requirements, refer the student to a community truancy board or file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010.
- F. If such action is not successful, the district will file a petition and affidavit with the juvenile court alleging a violation of RCW 28A.225.010 by the parent, student or parent and student no later than the seventh unexcused absence within any month during the current school year or upon the tenth unexcused absence during the current school year.
- G. All suspensions and/or expulsions will be reported in writing to the superintendent within 24 hours after imposition.

The superintendent will enforce the district's attendance policies and procedures. Because the full knowledge and cooperation of students and parents are necessary for the success of the policies and procedures, procedures will be disseminated broadly and made available to parents and students annually.

Students dependent pursuant to Chapter 13.34, RCW

A school district representative or certificated staff member will review unexpected or excessive absences of a student who has been found dependent under the Juvenile Court Act with that student and adults involved with that student. Adults includes the student's caseworker, educational liaison, attorney if one is appointed, parent or guardians, foster parents and/or the person providing placement for the student. The review will take into consideration the cause of the absences, unplanned school transitions, periods of running from care, in-patient treatment, incarceration, school adjustment, educational gaps, psychosocial issues, and the student's unavoidable appointments that occur during the school day. The representative or staff member must proactively support the student's management of their school work.

Cross References:	Board Policy 3230 Board Policy 3241	Student Privacy Classroom Management, Corrective Actions or Punishment
Legal References:	RCW 13.34.300 RCW 28A.225 RCW 28A.705.010 WAC 392-400-532 WAC 392-400-235 WAC 392-400-260 WAC 392-400-275	Relevance of failure to cause juvenile to attend school to neglect petition Compulsory school attendance and admission Interstate Compact on Educational Opportunity for Military Children Statewide definition of excused and unexcused daily absences. Discipline — Conditions and limitations Long-term suspension — Conditions and limitations Expulsion – Conditions and limitations
Management Resources:	<i>Policy News</i> , December 2011 <i>Policy News</i> , June 2001 OSPI Memorandum No. 052-11M Unexcused Absence Definition	Revision of Excused/Unexcused Definitions More Tweaking of Becca Petitions

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 7.15.10, 1.25.12, 4.10.13; 9.28.16

STUDENT CONDUCT EXPECTATIONS AND REASONABLE SANCTIONS

The board acknowledges that conduct and behavior is closely associated with learning. An effective instructional program requires a wholesome and orderly school environment. The board requires that each student adhere to the rules of conduct and submit to corrective action taken as a result of conduct violations. The rules of conduct are applicable during the school day as well as during any school activity conducted on or off campus. Special rules are also applicable while riding on a school bus.

Students are expected to:

- A. Respect the rights, person and property of others;
- B. Pursue the required course of study;
- C. Preserve the degree of order necessary for a positive climate for learning;
- D. Comply with district rules and regulations; and
- E. Submit to the authority of staff and reasonable discipline imposed by school employees and respond accordingly.

The Board also recognizes that schools must take reasonable steps so that students who fail to adhere to the district's rules and regulations and who receive discipline for such misconduct remain engaged or are effectively reengaged in their educational program.

The superintendent will develop written rules of conduct which will carry out the intent of the board and establish procedures necessary to implement this policy.

Cross References:	Board Policy 6605	Student Safety Walking to School and Riding Buses
	3241	Classroom Management, Corrective Actions
Legal References:	RCW 4.24.190	Action against parent for wilful injury to property by minor — Monetary limitation — Common law liability preserved
	9A.16.020	Use of force — when lawful
	9.41	Firearms and dangerous weapons
	9.91.160	Personal protection spray devices
	28A.210.310	Prohibition on use of tobacco products on school property
	28A.320.128	Notice and disclosure policies – Threats of Violence – Student conduct – Immunity for good faith notice -- Penalty
	28A.400.110	Principal to assure appropriate student discipline — Building discipline standards — Classes to improve classroom management skills
	28A.600.015	Rules incorporating due process guarantees of pupils with regard to expulsions and suspensions

	28A.600.020	Exclusion of student from classroom — Written disciplinary procedures necessary to implement this policy.— Long-term suspension or expulsion
	28A.600.022	Suspended or expelled students – Reengagement plan
	28A.600.040	Pupils to comply with rules & regulations
of pupil, parent or guardian	28A.635.060	Defacing or injuring school property — Liability
	WAC 392-400-205	Definitions
	392-400-210	Student responsibilities and duties
	392-400-215	Student rights
	392-400-225	School district rules defining misconduct — Distribution of rules
	392-400-226	School district rules defining harassment, intimidation and bullying prevention policies and procedures – Distribution of rules
	392-400-227	School district rules defining students' religious rights
	392-400-233	Unexcused absences and tardiness

Management Resources:

2016 - July Issue
2014 - August Issue
2013 - September Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised: 7.24.14; 9.28.16

CLASSROOM MANAGEMENT, DISCIPLINE AND CORRECTIVE ACTION

Rules of student conduct are essential to maintain a school environment conducive to learning. A student's refusal to comply with written rules and regulations established for the governing of the school will constitute sufficient cause for discipline or corrective action.

Staff are responsible for supervising student behavior, employing effective classroom management methods and enforcing the rules of student conduct in a fair, consistent and non-discriminatory manner. Corrective action must be reasonable and necessary under the circumstances and reflect the district's priority to maintain a safe and positive learning environment for all students and staff.

The district will distribute its discipline policy and procedure to students, their parents/guardians, and the community on an annual basis. Students and/or their parents/guardians will be provided all required substantive and procedural due process in regard to grievances, hearings and/or appeals of corrective action. The district will also strive to provide trainings regarding policies and procedures related to student discipline for appropriate school and district staff whose duties require them to interact with students and enforce or implement components of student discipline.

The district will assist long-term suspended and expelled students in returning to school as soon as possible by providing them with a reengagement plan tailored to the student's individual circumstances, including consideration of the incident that led to the student's long-term suspension or expulsion.

The district will annually collect and review data on disciplinary actions taken against students within each school. The data will be disaggregated into subgroups as required by RCW 28A.300.042 and will, include students protected by the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973. The review must include short-term suspensions, long-term suspensions and expulsions. In reviewing the data, the district will determine whether it has disciplined a substantially disproportionate number of students within any of the disaggregated categories. If disproportionality is found, the district will take action to ensure that it is not the result of discrimination.

In consultation with school district staff, students, families and the community, the district will periodically review and update this policy and its accompanying procedure.

Cross References:	Board Policy 2161	Education of Students with Disabilities
	2162 -	Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973
	3122	Excused and Unexcused Absences
	3240	Student Conduct Expectations and Reasonable Sanctions
	3244	Prohibition of Corporal Punishment
	3520	Student Fees, Fines, or Charges
	4210	Regulation of Dangerous Weapons on School Premises
Legal References:	RCW 9A.16.100	Use of force on children
	9.41.280	Possessing dangerous weapons on school facilities
	28A.150.240	Basic education act – Certificated teaching and administrative staff accountable for classroom teaching – Scope – Responsibilities-Penalty
	28A.225.020	School’s duties and child’s failure to attend school – Building discipline standards -- Classes to improve classroom management skills
	28A.400.110	Principal to assure appropriate student discipline -- Building discipline standards -- Classes to improve classroom management skills
	28A.600.010	Enforcement of rules of conduct —Due process guarantees — Computation of days for short-term and long-term suspensions
	28A.600.020	Exclusion of student from classroom — Written disciplinary procedures — Long-term suspension or expulsion
	28A.600.040	Pupils to comply with rules and regulations
	28A.635.060	Defacing or injuring school property – Liability of pupil, parent, guardian – Withholding grades, diploma, or transcripts -- Suspension and restitution -- Voluntary work program as alternative -- Rights protected

20 USC 3171 et. seq.	Drug-Free Schools and Communities Act of 1989
392-190-056	Sexual harassment - Definitions
392-400-205	Definitions
392-400-225	School district rules defining misconduct – Distribution of rules
392-400-230	Persons authorized to impose discipline, suspension, expulsion, or emergency removal upon students
392-400-235	Discipline — Conditions and limitations
392-400-240	Discipline — Grievance procedure
392-400-245	Short-term suspension — Conditions and Limitations
392-400-250	Short-term suspensions — Prior conference required — Notice to parent
392-400-255	Short-term suspension — Grievance procedure
392-400-260	Longterm suspension — Conditions and limitations
392-400-265	Long-term suspension — Notice of hearing — Waiver of hearing
392-400-270	Long-term suspension — Prehearing and hearing process
392-400-275	Expulsion – Conditions and limitations
392-400-280	Expulsion — Notice of hearing — Waiver of hearing
392-400-285	Expulsion — Prehearing and hearing process
392-400-290	Emergency removal from class,subject, or activity
392-400-295	Emergency expulsion — Limitations
392-400-300	Emergency expulsion — Notice of hearing — Waiver of hearing right
392-400-305	Emergency expulsion — Prehearing and hearing process
392-400-310	Appeals — Long-term suspension and expulsion
392-400-315	Appeals — Hearing before school board or disciplinary appeal council — Procedures
392-400-317	Appeals — Discipline and short-term suspension grievances
392-400-320	School board or disciplinary appeal council decisions

Management Resources: 2014 August
2010 - June Issue

Adoption Date: 2.27.08
School District Name: Steilacoom Historical School District
Revised : 6.24.10; 10.26.11; 12.10.14; 9.28.16



Steilacoom Historical School District #1 Board of Directors

Board and District Goals

For the 2016-2017 School Year

Vision Statement

- o The best education for every student

Mission Statement

- o The mission statement of 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.

Climate

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

Community

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

Collaboration

We practice purposeful, professional, student-centered collaboration.

Integrity

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

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.

Strategic Plan Focus Areas

Steilacoom Historical School District No. 1

Strategic Plan
2014-2017

FAMILY AND COMMUNITY INVOLVEMENT

- Commitment to ongoing family and community outreach strategies.
- Fully engage our parents, community and staff in the education of our children.
- Gather and use community input for regular planning and decision making.

RESOURCE MANAGEMENT

- Maximize instructional resources.
- Maintenance and preservation of district facilities.
- Ensure fiscal integrity and stability district-wide.
- Technology planning that supports student learning and staff productivity.

TEACHING AND LEARNING

- Coordinate curriculum, teaching and assessment to strengthen instructional programs that reflect state and national standards.
- Ensure early learning success through ongoing interventions, pre-K through 3rd grade.
- Relevant and accessible professional learning focused on data and student achievement.

SAFETY, SERVICE AND SUPPORT

- Promote safe learning environments that support academic achievement.
- Identify achievement gaps and target interventions to specific needs.
- Maximize learning and enrichment opportunities.
- Customized service focus.

"The best education for EVERY student."



2016- 2017 Board Goals

- o Apply for WSSDA Board of Distinction recognition in Spring/Summer 2017.

2016-2017 District Goals

- o Continue focus on safety and security in alignment with comprehensive analysis from site assessments.
- o Continue work around 2014-2017 Strategic Plan goals and objectives.
- o Increase attendance awareness with decrease in student absences.

2016-17 District Goals Continued

Implementation of a district Communications Plan in alignment with the district's Strategic Plan goal of Family and Community Involvement - Transform the district's current primarily "pull" system to a more pro-active "push" system. The Communications Plan will pay particular attention to:

- o Potential, planned, or desired projects and programs with articulation of fiscal and educational impact.
- o Teaching and learning progress in alignment with school improvement planning.
- o Maintenance projects, status, and potential impact on operations beyond the existing district asset preservation plan.

SHSD 2016-17 Goals and Objectives									
Goal		Measurement Indicator	Building	District	Superintendent	Board	Measure of Success	Why?	Map to Strategic Plan
Focus on improving the performance of students, especially those who score in the medium or below.									
	1	Enhance our leverage of technology to enhance productivity.							
	2	Extra Curricular participation. 50% of MS; 75% of HS students participate in 1 or more extra-curricular activity (service organization/club/athletics).							
	3	Reduce SHS tardy rates to the level it was 3-4 years ago.							
	4	Assess the validity and criteria of planned absences to improve attendance.							
	5	100% AP Students take the AP exam for the AP course they are taking. 75% "pass" the exam with 50% of those passing achieve a 4 or 5.							
	6	Develop CS Applications course (potentially an AP course).							
	7	Proactive communications. Engage our stakeholders with more pr-active communication at all levels from classroom to district, taking advantage of multiple modes (e.g. email, telephone, social media, etc.).							
Develop a long term plan for improving diversity in recruiting staff better reflecting the students within the district.									
	1	Encourage students to pursue education careers, especially those representing the diversity of our population.							
Insure a safe, secure school environment.									
	1	Implement "all" of the school security measures previously identified and within our capability.							
	2	Develop an objective SHS campus, planning for the ultimate build-out of DuPont and consolidation/integration of HS activities (maybe even a pool?) .							
Maintain 6% budget reserve.									
WSSDA Board Of Distinction process.									
Creation of long-term Plan of Work for future levy/bond initiatives									
National Registry of Old Pioneer School									

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: September 28, 2016

Strategic Focus Area

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

Background

First Reading of Policy 3210 Nondiscrimination is revised to include language related to auxiliary aids and services request for individuals with disabilities.

Recommendations

It is the recommendation of the Superintendent to move Policy 3210 to a second reading.

Report prepared by:
Susanne Beauchaine, Executive Director for Student Services

NONDISCRIMINATION

The district will provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without discrimination based on race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code. District programs will be free from sexual harassment. Auxiliary aids and services will be provided upon request to individuals with disabilities.

Conduct against any student that is based on one of the categories listed above that is sufficiently severe, persistent or pervasive as to limit or deny the student's ability to participate in or benefit from the district's course offerings, educational programming or any activity will not be tolerated. When a district employee knows, or reasonably should know, that such discriminatory harassment is occurring or has occurred, the district will take prompt and effective steps reasonably calculated to end the harassment, prevent its recurrence and remedy its effects.

The district's nondiscrimination statement will be included in all written announcements, notices, recruitment materials, employment applications, and other publications made available to all students, parents, or employees. The statement will include: 1) notice that the district will not discriminate in any programs or activities on the basis of any of the above-listed categories; 2) the name and contact information of the district's compliance officer designated to ensure compliance with this policy; and 3) the names and contact information of the district's Section 504 and Title IX compliance officers.

The district will annually publish notice reasonably calculated to inform students, students' parents/guardians (in a language that they can understand, which may require language assistance), and employees of the district's discrimination complaint procedure.

The superintendent will designate a staff member to serve as the compliance officer for this policy. The compliance officer will be responsible for investigating any discrimination complaints communicated to the district.

The district will provide training to administrators and certificated and classroom personnel regarding their responsibilities under this policy and to raise awareness of and eliminate bias and discrimination based on the protected classes identified in this policy.

Cross References: Board Policy 2020

2030

2140

2150

2151

4217

Curriculum Development and
Adoption

Service Animals in Schools

Guidance and Counseling

Co-Curricular Program

Interscholastic Activities

Effective Communication

Use of School Facilities

gement Resources:

Policy News, March 2016
Policy News December 2014
Policy News, June 2011
Policy News, August 2007

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: September 28, 2016

Strategic Focus Area

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

Background

First Reading of Policy 3246 Restraint, Isolation and Other Uses of Reasonable Force is revised to incorporate the revisions to Chapter 392-172A WAC. Per WSSDA's recommendations, these revisions include the deletion of language which will be defined in greater detail in the procedure.

Recommendations

It is the recommendation of the Superintendent to move Policy 3246 to a second reading.

Report prepared by:
Susanne Beauchaine, Executive Director for Student Services

RESTRAINT, ISOLATION AND OTHER USES OF REASONABLE FORCE

It is the policy of the Steilacoom Historical School District board of directors that the district maintains a safe learning environment while treating all students with dignity and respect. All students in the district, including those who have an individualized education program (IEP) or plan developed under Section 504 of the Rehabilitation Act of 1973, will remain free from unreasonable restraint, restraint devices, isolation, and other uses of physical force. Under no circumstances will these techniques be used as a form of discipline or punishment.

This policy is intended to address district students. It is not intended to prevent or limit the use of restraint or other reasonable force as necessary with adults or other youth from outside the district as allowed by law.

~~Restraint and other uses of physical force, as defined in the procedure accompanying this policy, may be used when necessary to prevent or minimize imminent bodily injury to self or others. Restraint and other uses of physical force may be used to protect district property if de-escalation interventions have failed or are inappropriate.~~

Use of restraint, isolation, and other forms of reasonable force may be used on any student when reasonably necessary to control spontaneous behavior that poses an "imminent likelihood of serious harm" as defined by RCW 70.96B.010 and Chapter 392-172A WAC and explained in the procedure accompanying this policy. Serious harm includes physical harm to self, another, or district property. Staff will closely monitor such actions to prevent harm to the student and will use the minimum amount of restraint and isolation appropriate to protect the safety of students and staff. The restraint, isolation, and other forms of reasonable force will be discontinued when the likelihood of serious harm has dissipated.

The superintendent or a designee will develop procedures to implement this policy, including review, reporting and parent/guardian notification of incidents involving restraint or isolation as required by law. Additionally, the superintendent will annually report to the board on incidents involving the use of force.

Cross References: Policy 2161

Policy 2162

Special Education and Related Services for
Eligible Students
Education of Students with Disabilities
Under Section 504 of the
Rehabilitation Act of 1973

Legal References: RCW 9A.16.020
RCW 9A.16.100

RCW 28A.150.300
RCW 70.96B.010
Chapter 392-172A WAC
Chapter 392-400-235

Use of Force — When lawful
Use of Force on Children — Policy —
Actions presumed unreasonable
Corporal Punishment Prohibited
Definitions
Rules for the Provision of Special Education
Discipline — Conditions and limitations

Management Resources:

Policy and Legal News

July 2015 Policy Alert

July 2013 Issue

December 2008 Use of Reasonable Force Policy

DRAFT

Adoption Date: 2.27.08

Steilacoom Historical School District No. 1

Revised: 12.08; 12.11; 12.11.13; 08.14.14; 9.9.15;

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 9/28/2016

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 3115 Homeless Students: Enrollment Rights and Services

WSSDA policy update includes new sections clarifying delivery of services at middle and high school, training and family communication/education of services available. No sections of this policy are being deleted.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent move Policy 3115 to a 2nd reading.

Report prepared by:
Nancy McClure, Executive Director of Assessment and Intervention

HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES

To the extent practical and as required by law, the district will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school.

Homeless students will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, bilingual education, vocational and technical education programs, gifted and talented programs and school nutrition programs.

Homeless students are defined as lacking a fixed, regular and adequate nighttime residence, including those students who are:

- A. Sharing the housing of other persons due to loss of housing or economic hardship;
- B. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
- C. Living in emergency or transitional shelters;
- D. Abandoned in hospitals;
- E. Awaiting foster care placement;
- F. Living in public or private places not designed for or ordinarily used as regular sleeping accommodation;
- G. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings; or
- H. Migratory children living in conditions described in the previous examples.

The superintendent will designate an appropriate staff person to be the district's liaison for homeless students and their families. If the district has identified more than ten unaccompanied youth, meaning youth not in the physical custody of a parent or guardian and including youth living on their own in any of the homeless situations described in the McKinney-Vento Homeless Education Act, the principal of each middle and high school building will establish a point of contact for such youth. The point of contact is responsible for identifying homeless and unaccompanied youth and connecting them with the district's homeless student liaison. The district's homeless student liaison is responsible for training the building points of contact.

According to the child's or youth's best interest, homeless students will continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Instead of remaining in the school of origin, parents or guardians of homeless students may request enrollment in the school in the attendance area the student is actually living.

Attendance options will be made available to homeless families on the same terms as families who reside in the district, including attendance rights acquired by living in attendance areas, other student assignment policies, and intra and inter-district choice options.

If there is an enrollment dispute, the student will be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian will be informed of the district's decision and their appeal rights in writing. The district's liaison will carry out dispute resolution as provided by state policy. Unaccompanied youth will also be enrolled pending resolution of the dispute.

Once the enrollment decision is made, the school will immediately enroll the student, pursuant to district policies. However, enrollment may not be denied or delayed due to the lack of any document normally required for enrollment, including academic records, medical records, proof of residency, mailing address or other documentation. If the student does not have immediate access to immunization records, the student will be admitted under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the district liaison is directed to assist. Records from the student's previous school will be requested from the previous school pursuant to district policies. Emergency contact information is required at the time of enrollment consistent with district policies, including compliance with the state's address confidentiality program when necessary. However, emergency contact information cannot be demanded in a form or manner that creates a barrier to enrollment and/or attendance at school.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally.

The district's liaison for homeless students and their families will coordinate with local social service agencies that provide services to homeless children and youths and their families; other school districts on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. This coordination includes providing public notice of the educational rights of homeless students where such children and youth receive services under the McKinney-Vento Act, such as schools, family shelters and soup kitchens. The district's liaison will also review and recommend amendments to district policies that may act as barriers to the enrollment of homeless students.

The superintendent will:

- ☐ Strongly encourage district staff, including substitute and regular bus drivers to annually review the video posted on the OSPI website on identification of student homelessness;
- ☐ Strongly encourage every district-designated homeless student liaison to attend trainings provided by the state on identification and serving homeless youth. Ensure that the district includes in materials provided to all students at the beginning of the school year or at enrollment, information about services and support for homeless students (i.e., the brochure posted on the OSPI website).
- ☐ Use a variety of communications each year to notify students and families about services and support available to them if they experience homelessness (e.g., distributing and collecting an annual housing intake survey, providing parent brochures directly to students and families, announcing the information at school-wide assemblies, posting information of the district's website).

Cross References: Board Policy 3120
Board Policy 3231
Board Policy 3413

Enrollment
Student Records
Student Immunization and Life-
Threatening Conditions

Legal References:	RCW 28A.225.215	Enrollment of children without legal residences
	<u>RCW 28A.320.145</u>	<u>Support for homeless students</u>
	20 U.S.C. 6301 et seq.	No Child Left Behind Act
	42 U.S.C. 11431 et seq.	McKinney-Vento Homeless Assistance Act
	<u>Chapter 28A.320.RCW</u>	<u>Provisions applicable to all district's (new section created by 3SHB 1682, 2016 legislative session)</u>
Management Resources:	<u>Posters and Other Materials for Community Outreach - OSPI Policy News, July 2016</u>	
	<u>Policy News, December 2014</u>	
	<u>Policy News, October 2002</u>	
	<u>Policy News, October 2004</u>	

Adoption Date: 2.27.08
Steilacoom Historical School District
Revised: 10.23.13; 2.25.15;

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 9-28-16

1st Reading – Policy 4217 Effective Communication

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 4217 is a new policy for our district. It provides that upon request of an individual with a hearing, vision or speech disability, districts must furnish auxiliary aids and services to provide the requestor with an equal opportunity to participate in district services, programs and activities.

Auxiliary aids are accommodated free of charge and the district will make a request form available.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 4217 to a 2nd reading.

Report prepared by:
Kathi Weight, Superintendent

EFFECTIVE COMMUNICATION

In compliance with federal and state law, all District-sponsored programs, activities, meetings, and services will be accessible to individuals with disabilities, including persons with hearing, vision, and/or speech disabilities. When communicating in this context with students, families, applicants, participants, members of the public, and their companions with disabilities, the District will take appropriate steps to ensure that any communications are as effective as communications with persons who have no disabilities. Such steps will include furnishing in a timely manner appropriate auxiliary aids and services when necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, programs, activities, meetings, or services conducted or sponsored by the District. The information contained within the District's website is a service will be accessible to all individuals with disabilities.

- When an IDEA-eligible or a Section 504-eligible student's disability impacts his/her hearing, vision or speech, the school will apply both a FAPE (free and appropriate public education) analysis and the effective communication requirements of the Americans with Disabilities Act of 1990 (Title II) in determining how to meet the student's communication needs and how to formulate the student's individual education program (IEP).

- For families, applicants, participants, members of the public, and their companions, the District's website will provide information on how to request auxiliary aids and services, ask related questions, or raise concerns. When necessary and upon request, such information will also be provided in an accessible format for the requestor at no cost. A form for requesting auxiliary aids and services will be available on the District website, at the District office and attached as an appendix to the implementing procedure for this policy. When determining an appropriate auxiliary aid or service, the District or school will give primary consideration to the auxiliary aid or service specifically requested by the person with a disability.

- For purposes of this policy, "auxiliary aids and services" include a wide range of services, devices, technologies, and methods for providing effective communication, and may include:

1. Effective methods of making aurally-delivered information available to individuals who are deaf or hard of hearing;
2. Effective methods of making visually-delivered information available to individuals with visual impairments;
3. Effective methods of enabling a person with a speech disability to communicate with the school or District personnel.

- Auxiliary aids and services will be provided for any school-initiated program, activity, meeting, or service.

-

Policy No. 4217
Community Relations

The Superintendent is granted the authority to develop procedures in order to implement this policy.

-

Cross References:

2161 - Special Education and Related Services for Eligible Students

2162 - Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973

3210 - Nondiscrimination

4218 - Language Access Plan

Legal References:

Chapter 28A.642 RCW Discrimination prohibition

Chapter 49.60 RCW Discrimination — Human rights commission

WAC 392-400-215 Student rights

42 U.S.C. 12131-12134 Americans with Disabilities Act of 1990 (ADA) (Title II)

28 C.F.R. part 35 - Nondiscrimination on the basis of disability in state and local government services

29 U.S.C. 794 Section 504, Rehabilitation Act of 1973

34 C.F.R. part 104 Section 504 of the Rehabilitation Act of 1973

20 U.S.C. 1400-1419 Individuals with Disabilities Education Act (IDEA), Part B

34 C.F.R part 300 - Assistance to states for the education of children with disabilities

Management Resources:

2016 - March Issue

Adoption Date:

Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 9-28-16

1st Reading Policy 4218 - Language Access Plan

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 4218 – Language Access Plan is a new policy for our district. It became a WSSDA model policy in July 2016. The policy refers to interpretation and translation services provided to limited English-proficient parents so they are able to fully participate in their child's education.

The District is already familiar with providing language access in certain contexts.

The policy and procedure outline the reasonable steps the District takes to provide limited English-proficient parents with interpretation of materials and information about school programs, services and activities.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 4218 to a 2nd Reading.

Report prepared by:
Kathi Weight, Superintendent

LANGUAGE ACCESS PLAN

The Board of Directors is committed to improving meaningful, two-way communication and promoting access to District programs, services and activities for students and parents with limited English proficiency (LEP) free of charge. To that end, the Board of Directors requires the District to implement and maintain a language access plan tailored to the District's current LEP parent population.

- At a minimum, the District's language access plan will incorporate the procedures that accompany this policy and address:

Parent Identification

The District will accurately and in a timely manner identify LEP parents and provide them information in a language they can understand regarding the language service resources available within the District.

Oral Interpretation

The District will take reasonable steps to provide LEP parents competent oral interpretation of materials or information about any program, service, and activity provided to non-LEP parents and to facilitate any interaction with district staff significant to the student's education. The District will provide such services upon request of the LEP parent(s) and/or when it may be reasonably anticipated by District staff that such services will be necessary.

Written Translation

The District will provide a written translation of vital documents for each limited English proficient group that constitutes at least 5 percent of the District's total parent population or 1000 persons, whichever is less. For purposes of this policy, "vital documents" include, but are not limited to, those related to:

- - registration, application, and selection;
 - academic standards and student performance;
 - safety, discipline, and conduct expectations;
 - special education and related services, Section 504 information, and McKinney-Vento services;
 - policies and procedures related to school attendance;
 - requests for parent permission in activities or programs;
 - opportunities for students or families to access school activities, programs, and services;
 - student/parent handbook;
 - the District's Language Access Plan and related services or resources available;
 - school closure information; and
 - any other documents notifying parents of their rights under applicable state laws and/or containing information or forms related to consent or filing complaints under federal law, state law, or District policy.

- If the District is unable to translate a vital document due to resource limitations or if a small number of families require the information in a language other than English such that document

translation is unreasonable, the District will still provide the information to parents in a language they can understand through competent oral interpretation.

-
Staff Guidance

All school administrators, particularly those who have the most interaction with the public such as registrars and enrollment staff, certificated staff and other appropriate staff as determined by the superintendent, will receive guidance on meaningful communication with LEP parents, best practices for working with an interpreter, how to access an interpreter or translation services in a timely manner, language services available within the District and other information deemed necessary by the superintendent to effectuate the language access plan.

-
Appropriate district staff, as determined by the superintendent, will also receive guidance on the interaction between this policy and the District's policy on effective communication with students, families, and community members with disabilities.

-
The superintendent is authorized to establish procedures and practices for implementing this policy.

-

Cross References: 3210 - Nondiscrimination
 4129 - Family Involvement
 4217 - Effective Communication

Legal References: Chapter 28A.642 RCW Discrimination prohibition
 Chapter 49.60 RCW Discrimination – Human Rights
 Commission
 Chapter 392-400 WAC Pupils
 WAC 392-400-215 Student rights
 Title VI of the Civil Rights Act of 1964

Management Resources: 2016 - July Issue
 OSPI website: Interpretation and Translation Services

Adoption Date:
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: September 28, 2016

1st Reading – Policy 5001 Hiring Retired School Employees and Policy 5610 Substitute
Employment

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 5610 and Policy 5001 have been revised pursuant to E2SSB 6455. The revised retire-rehire law now includes language allowing districts to employ teachers in TRS Plan 2 or 3 who have retired under the alternative retirement provisions of Chapter 41.32 RCW, as substitute teachers subject to certain conditions.

Districts are also required to report to OSPI on the hiring of substitute teachers. The law is intended to address the current statewide teacher shortage and sunsets in 2020.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent move Policy 5001 and 5610 to a 2nd Reading.

Report prepared by:
Kathi Weight, Superintendent

HIRING OF RETIRED SCHOOL EMPLOYEES

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

Until August 1, 2020, the district may employ teachers in TRS Plan 2 or 3 who have retired under the alternate early retirement provisions of RCW 41.32.765(3)(b) or RCW 41.32.875(3)(b).

Such employment is subject to the following conditions: 1) One calendar month must have elapsed since the retiree's accrual date; 2) the retiree must be employed exclusively as either a substitute teacher as defined in RCW 41.32.010(48)(a) or in an instructional capacity (as opposed to an administrative or supervisory capacity); and 3) the district must compensate its substitute teachers at a rate that is at least 85% of the full daily amount allocated by the state to the district for substitute teacher compensation.

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

District Responsibilities

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

- A. The board of directors ~~will~~shall approve a process for recruitment and selection of employees, including those vacancies for which a retiree applicant may be considered~~;~~:-
- B. Applicant(s) ~~shall~~will be evaluated and considered equally, selecting the candidate who best meets the needs of the district~~;~~:-
- C. There ~~shall~~will be no prearranged employment agreement or commitment to rehire an employee after retirement. Mere inquiries about post-retirement employment do not constitute an agreement~~;~~:-
- D. Employment ~~shall~~will be limited to a maximum of a one-year, non-continuing contract or appointment~~;~~:-
- E. Subject to any applicable bargaining agreements, vacancies filled by retirees ~~shall~~will be annually reviewed by the board to determine whether the retiree will be rehired for another year of employment~~;~~:-
- F. The district ~~shall~~will provide the retiree with the same terms and conditions of employment as other appointees or employees in comparable positions with the exception of sick-leave cash-out, and~~;~~:-
- G. The district ~~shall~~will report the number of hours worked by the retiree to DRS.

Retired Employee Responsibilities

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

- A. Retired applicants ~~will~~shall disclose to the district whether they are retired from a Washington state retirement plan.

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

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

Substitute Employment
Temporary Administrators
Contracts

Legal References: RCW 41.32
 41.40

Teachers' retirement
Washington public employees'
retirement system

Management Resources:

2016 – July Issue

Policy News, August 2011
Policy News, June 2007

Legislature refines the retire/rehire law
Revisions to Retire/Rehire Law

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 2.13.13;

SUBSTITUTE EMPLOYMENT

The board authorizes the employment of a certificated substitute in the absence of a certificated staff member. In addition, the district may use a substitute in place of a regularly-contracted staff member when:

- A. Enrollment uncertainties exist at the beginning of a school year; or
- B. Resignations of regular staff do not allow sufficient time for the district to employ an immediate replacement.

On either of the latter occasions the district ~~shall~~will employ a contracted staff person within a reasonable time.

The superintendent ~~shall~~will be responsible for establishing procedures by which teachers request substitutes and by which substitute teachers are assigned, employed and compensated.

Substitute teachers who have served for 20 full consecutive working days in the same assignment ~~will shall~~, from the 21st day of service on, be paid according to the regular salary schedule of certificated staff.

The board authorizes the employment of a spouse of an officer as a substitute teacher when the superintendent deems that there is a shortage of substitute teachers in the district.

Retired teachers or administrators may work up to eight hundred sixty-seven (867) hours of employment.

If the superintendent reasonably anticipates that the list of qualified, willing substitutes will be exhausted, emergency substitute certification may be sought from the Office of the Superintendent of Public Instruction for persons not fully qualified for a teaching or substitute certificate. Substitutes holding emergency certification may only be assigned work when the list of fully-qualified substitutes is exhausted.

The board authorizes the employment of a classified substitute in the absence of a classified staff member when a program will be adversely affected by the regular staff member's absence and when a substitute can perform the duties in a reasonable manner. A classified substitute employee's eligibility to purchase retirement service credit will be determined according to RCW 41.35 and retirement system rules. Substitute classified employee means a classified employee who is employed by the district exclusively as a substitute for an absent employee. The superintendent is authorized to establish procedures relating to the use of substitute classified staff.

By October 1 of each year, the District will report to the Office of the Superintendent of Public Instruction: 1) The number of substitute teachers hired per school year; 2) the number of substitute teachers hired under the expedited certification process for out-of-state teachers; 3) the full daily compensation rate per substitute teacher; and 4) the reason for hiring the substitute teacher.

Cross References: Board Policy 1610
 Board Policy 5612

Conflicts of Interest
Temporary Administrators

Legal References:	RCW 28A.330.240	Employment Contracts
	RCW 28A.400.300	Hiring and discharging employees — Written leave policies — Seniority and leave benefits for employees transferring between school districts and other educational employers
	RCW 28A.405.900	Certain certificated employees exempt from chapter provisions
	RCW 28A.410.010	Certification — Duty of professional educator standards board — Rules — Record check — Lapsed certificates — Superintendent of Public Instruction as administrator
	RCW 41.32.570	Postretirement employment — Reduction or suspension of pension payments
	RCW 42.23.030(9)	Interest in contracts prohibited — Exceptions
	RCW 41.35	Washington school employees' retirement system

Management Resources:	<u>-2016 – July Issue</u>	
	<u>2011 – August Issue</u>	
	<u>Policy News, June 2008</u>	Substitute Employment
	<u>Policy News, August 2001</u>	Legislature Authorizes “Retire-Rehire”

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 10.26.11;

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: September 28, 2016

1st Reading – Policy 1450 Absence of a Board Member

Strategic Focus Area

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

BACKGROUND INFORMATION

Policy 1450 recommended revisions are to clarify excused and unexcused board member meeting absence language. Revisions also include multiple shall to will language.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent move Policy 1450 to a 2nd Reading.

Report prepared by:
Kathi Weight, Superintendent

ABSENCE OF A BOARD MEMBER

Whenever possible each board member ~~will shall~~ give advance notice to the ~~president chair~~ or superintendent of his/her inability to attend a board meeting. A majority of the board may excuse a board member's absence from a meeting if requested to do so.

The board may declare a board member's position vacant after four (4) consecutive unexcused absences from regular board meetings, if the absences were for reasons other than 1) illness; 2) active or training or military duty status; or 3) those authorized by resolution of the board.

If a board member is on active duty or training status with the military, the board ~~shall will~~ grant an extended leave of absence to cover the period of service or training. The extended leave of absence may not have the effect of extending the board member's term. The board also has the authority to appoint a temporary successor to the absent board member's position. The temporary successor ~~will shall~~ serve until the board member returns or the end of the board member's term.

Cross References:	Board Policy 111 45	Board <u>Member Resignation and</u>
	Board Policy 1220	<u>Vacancies</u> Board Officers & Duties of Board Members
Legal Reference:	RCW 28A.343.390	Directors — Quorum — Failure to attend meetings
	<u>RCW 42.12.010</u>	<u>Causes Causes of Vacancy</u>
	RCW 73.16.041	Leaves of absence of elective and judicial officers
Management Resources:	<u>2016 – July Issue</u>	
	<u>Policy News</u> , October 2001,	Law Grants Board M e mbers Military Leave

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 5.28.08, 5.25.11;

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 2027 District Ownership of Staff-Created Work

- This is a new policy for SHSD. Procedure with follow Board approval.
- WSSDA designates this policy as discretionary. However, with the involvement of SHSD in many grants and with the growing proliferation of Open Educational Resources (OER), it is necessary to be clear about ownership of staff work.
- The policy and procedure clearly define staff-produced work as 'work made for hire' and rights owned by the district.
- There is an appeal process for staff who wish to retain rights to work produced.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 2027 to a 2nd reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

District Ownership of Staff-Created Work

Consistent with federal law, the Board affirms that original works of authorship created by staff members within the scope of employment for use in the District's schools and programs is generally "work made for hire" and owned by the District. Work created by District employees that is "work made for hire" is also a public record and publicly accessible under Chapter 42.56 RCW and District Policy 4040.

The Superintendent will establish implementing procedures to determine whether work created by District employees for use in the District's schools and programs is, in fact, "work made for hire." District procedures will also provide a mechanism for employees to request permission to retain ownership of original works of authorship that were created within the scope of their employment, and for grieving a decision by the District if that request is denied.

<u>Cross References:</u>	<u>2020 - Course Design, Selection and Adoption of Instructional Materials</u> <u>2022 - Electronic Resources</u> <u>2025 - Copyright Compliance</u> <u>4040 - Public Access to District Records</u>
<u>Legal References:</u>	<u>17 U.S.C. 101 et seq. Copyright Act of 1976</u>
<u>Management Resources:</u>	<u>2015 - April Policy Issue</u>

Adoption Date:
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 2170: Career and Technical Education

- Maintains the requirement of district to provide a CTE program to assist students in making informed and meaningful educational and career choices.
- Adds required federal language regarding non-discrimination.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 2170 to a 2nd reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

Career and Technical Education

The district will provide a program of Career and Technical Education to assist students in the making of informed and meaningful educational and career choices, and to prepare students for post-secondary options. The district's Career and Technical Education is a planned program of courses and learning experiences that begins with exploration of career options. Additionally, the district's Career and Technical Education program supports basic academic and life skills, enables achievement of high academic standards, incorporates leadership training, provides options for high skill development and high-wage employment preparation and includes advanced and continuing education courses. The program and its courses will be included as part of the regular curriculum of the district.

The district will establish local Career and Technical Advisory Committees to assist in the design and delivery of the district's Career and Technical Education program. Committees will advise the district on current labor market needs and the programs necessary to meet those needs. The district's Career and Technical Education program will be related to employment demands, current and future, and to the needs and interests of students.

The board will annually review and approve the district plan for the design and delivery of its career and technical education program. The plan will ensure academic rigor, align with education reform, establish program performance targets, address the skill gaps of Washington's economy and provide opportunities for dual credit.

The superintendent will develop procedures which will ensure that all programs and courses are operated in conformity with the ~~district's plan for Career and Technical Education~~ district's plan for Career and Technical Education and with all Federal and State laws prohibiting discrimination based on race, creed, color, national origin, disability, gender, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal, religion, honorably discharged veteran or military status. Additionally, the superintendent will seek and utilize all available state and federal sources of revenue for the financial support of Career and Technical Education in the district.

Cross References:

2413 - Equivalency Credit for Career and Technical Education Courses

2140 - Guidance and Counseling

Legal References:

RCW 28A.150.500 Educational agencies offering vocational educational programs — Local advisory committees — Advice on current job needs

RCW 28A.230.130 Program to help students meet minimum entrance requirements at baccalaureate-granting institutions or to pursue career or other opportunities — High school course offerings for postsecondary credit

Chapter 28A.700 RCW Secondary career and technical education

20 U.S.C. 2301 et seq. Carl D. Perkins Career and Technical Education Act of 2006

Management Resources:

2011 - June Issue

2009 - February Issue

Adoption Date: 2.27.08

Revised Dates: **02.09; 06.11;**

Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 2255 Alternative Learning Experience

- Eliminates wordiness of policy.
- States the board as authority for authorizing the creation of ALE.
- Defines three types of ALE allowed.
- Places responsibility on Executive Director of Student Achievement for compliance with the policy.
- Obligates the district to making available to students in ALE courses – educational opportunities.
- Requires the district to comply with state law regarding development of ALE.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 2255 to a 2nd reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

Alternative Learning Experience ~~Programs~~ General Courses

~~The board of Directors recognizes that students with unique needs may experience enhanced academic success in a non-traditional school setting. The district supports~~ authorizes the creation of alternative learning experience-based programs that offer student-centered curriculum, varied instructional methods, delivery of curriculum materials and a flexible environment that responds to student needs.

~~The district shall provide alternative learning experience programs in accordance with state law and regulations, district policies and procedures, and~~ The district will make available staff and to students enrolled in an ALE courses educational opportunities designed to meet their individual needs. The district will comply with all program support.

~~In order to provide students with alternative learning experience programs that meet these minimum requirements, the Board directs that students may not participate in any alternative learning experience program, as defined under WAC 392-121-182, without the prior written approval of the Superintendent or his/her designee.~~ necessary to count an ALE as a course of study and ensure state funding for ALE students.

ALE programs may include, but are not limited to:

- A. On-line programs as defined in [RCW 28A.250.010](#);
- B. Parent partnership programs that include significant participation and partnership by parents and families in the design and implementation of a student's learning experience; and
- C. Contract-based learning courses.

~~The board will adopt and annually review written policies authorizing ALE programscourses, including each ALE programcourse and programcourse provider. The policy must designate, by title, one or more school district official(s) responsible for overseeing the district'sdistrict's ALE courses or programs.~~

~~The district will~~ authorize any alternative ~~programscourses(s) provided on site or over the internet or by other electronic means, as defined in~~ [WAC 392-121-182](#)~~WAC 392-121-182; as needed.~~

The school district official(s) responsible for this (these) program(s) is the Executive Director of Student Achievement.

~~The school district official responsible for overseeing each ALE program course will report at least annually to the board. This annual report will include at least the following:~~

-

- ~~A. Documentation of ALE student headcount and full-time equivalent enrollment claimed for basic education funding;~~
- ~~-~~
- ~~B. Identification of the overall ratio of certificated instructional staff to full-time equivalent students enrolled in each ALE program/course; the number of certificated instructional staff in each ALE program;~~
- ~~-~~
- ~~C. A description of how the program/course supports the district's overall goals and objectives for student academic achievement; and~~
- ~~-~~
- ~~D. Results of any self-evaluations.~~

The district will submit an annual report to the Superintendent of Public Instruction detailing the costs and purposes of any expenditures made to purchase or contract for instructional or ~~co-curricular~~ experiences and services that are included in an ALE written student learning plan, along with the substantially similar experiences or services made available to students enrolled in the district's regular instructional program.

~~The superintendent is directed to develop procedures consistent with~~ Any development of an ALE program will comply with WAC 392-121-182 ~~to which~~ governs the administration of the district's ALE program/courses.

Cross References:

2024 - Online Learning

Cross References:

Curriculum Development 2020 - Course Design, Selection and Adoption of Instructional Materials

Model Policy 2024

Online Learning

Legal References:

RCW 28A.150.262

~~Defining full-time equivalent student—
Students receiving instruction through alternative learning experience—online programs—Requirements—Rules.~~

RCW 28A.150.305

~~Alternative educational service providers—Student eligibility.~~

RCW 28A.150.325

~~Alternative learning experience programs—Generally—Rules~~

Policy: 2255
Instruction

~~RCW 28A.250.050~~

~~Student access to online courses and
online learning programs — Policies
and procedures — Dissemination of
information — Development of local
or regional online learning programs.~~

~~WAC 392-121-107~~

~~Definition-Course of study~~

~~WAC 392-121-182~~

~~Alternative Learning Experience~~

~~WAC 392-121-188~~

~~— Instruction provided under contract~~

Management Resources:

~~*Policy & Legal News*, February 2013~~

~~Corrections~~

~~*Policy News*, October 2011~~

~~Alternative Learning Experience~~

~~*Policy News*, October 2012~~

~~Alternative Learning Experience~~

Legal References:

~~RCW 28A.150.305 Alternative educational service providers —
Student eligibility.~~

~~RCW 28A.232.010 Alternative learning experience courses —
Generally — Rules — Reports.~~

~~RCW 28A.250.050 Student access to online courses and online
learning programs — Policies and procedures — Course credit
— Dissemination of information — Development of local or
regional online learning programs.~~

~~WAC 392-121-107 Definition-Course of study~~

~~WAC 392-121-182 Alternative learning experience
requirements~~

~~WAC 392-121-188 Instruction provided under contract~~

Management Resources:

~~2014 - February Issue~~

~~2012 - October Issue~~

~~2011 - October Issue~~

Adoption Date: **2.27.08**

Revised: **10.13.10.13; 9.25.13;**

Steilacoom Historical School District No.1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 2412 Diplomas for Veterans

- Minor change to language – grammar
- Adds “substantial ties to the district” as a condition of eligibility.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 2412 to a 2nd reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

Instruction

Diplomas for Veterans

The district will issue a high school ~~diplomas~~diploma to an honorably discharged member of the armed forces of the United States who was scheduled to graduate from high school, but who left high school before graduation to serve in World War II, the Korean Conflict or the Vietnam era.

- To be eligible for a diploma, the veteran or his or her representative must fill out the application provided by the Washington State Department of Veteran Affairs ~~and~~, provide evidence of eligibility, and have substantial ties to the district.

- Veterans are eligible for the diploma even if they subsequently earned a high school equivalency certificate or are deceased.

- The superintendent will determine those veterans who have substantial ties to the district. Examples include, but are not limited to: living or having lived in the district, having attended school in the district, having children or other ~~descendents~~descendants who have attended school in the district, having been employed by the district or volunteering in the district.

Cross
References: 2410 - High School Graduation Requirements

Legal
References: RCW 28A-230-120 High school diplomas — Issuance — Option to receive
final transcripts — Notice
RCW 41.04.005 “Veteran” defined for certain purposes

Management
Resources: Policy News, June 2008 Diplomas for Veterans
Policy News, June 2003 Honoring Veterans of the Korean Conflict
Policy News, April 2002 WWII Veterans May Receive Diplomas

Adoption Date: 2.27.08

Revised Dates:

Steilacoom Historical School District No.1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: 9/28/16

Strategic Focus Area

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

BACKGROUND INFORMATION

First Reading of Policy 2421 Promotion/Retention

- Maintains the requirement to notify parents of at least one quarter in advance of retention decision by the school.
- Adds reference to third grade, related to the Comprehensive Early Literacy Plan, whereas schools are required to meet with students not at grade level reading.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to move Policy 2421 to a 2nd reading.

Report prepared by:
Paul Harvey, Executive Director of Student Achievement

Promotion/Retention

The board recognizes that the rate of physical, social, emotional and academic growth will vary among individual students. Since each student grows at his/her own rate, these individual growth characteristics shallwill be recognized in classroom programming.

- After a student has successfully completed a year of study at a specific grade level, he/she will be promoted to the next grade. Retention at the same grade may be beneficial to the student when he/she is not demonstrating minimum competency in basic skill subjects in relation to ability and grade level. Retention should not be considered, except in these instances where there is a strong likelihood that the student will benefit with minimum social and emotional disruption.

- The superintendent shallwill establish procedures which provide that parents will be informed at least one (1) quarter in advance of any retention decision on the part of the school. The procedures may include an exception to this timeline for third grade students subject to the grade placement requirements in Policy 2107, Comprehensive Early Literacy Plan.

Cross
References: 2090 - Program Evaluation
 2107 - Comprehensive Early Literacy Plan

Management
Resources: 2015 - October Policy Issue

Adoption Date: 2.27.08

Revised Dates:

Steilacoom Historical School District No.1