



## **SHSD School Board Regular Meeting Minutes**

Professional Development Center 511 Chambers Street Steilacoom, Washington

July 28, 2016

### **STUDY SESSION**

- Agenda review

### **REGULAR MEETING**

#### **I. CALL TO ORDER**

Chair Scott called the meeting to order at 7:00 pm. Mr. Eric Garrett led the Pledge of Allegiance. Director Forbes is in Pennsylvania and joined the meeting remotely via phone. Director Denning made a motion to excuse Director Pierce; Director Schenk seconded the motion and the motion passed (4/0). Director Schenk made a motion to approve the agenda; Director Denning seconded the motion and the motion passed (4/0).

#### **II. COMMENTS FROM THE AUDIENCE**

No comments.

#### **III. RECOGNITION**

Antoinette Walker, JBLM School Liaison Officer for the district, was recognized by Chair Scott, Superintendent Weight and Executive Director Beauchaine for her dedicated efforts and service to district military families and their school related needs, for the past six years. She will now be working with Thurston County families and Aundrea Witt will be working with our district.

#### **IV. REPORTS**

##### **a. Facilities and Maintenance Summer Update**

Executive Director Brittain gave a progress report of individual facilities and grounds upgrades, maintenance and/or repairs conducted this summer.

#### **V. APPROVAL OF MINUTES**

##### **a. June 23, 2016 Regular Meeting Minutes**

Director Denning made a motion to approve the June 23, 2016 meeting minutes; Director Schenk seconded the motion and the motion passed (4/0).

##### **b. July 14, 2016 Study Session Minutes**

Director Denning made a motion to approve the July 14, 2016 meeting minutes; Director Schenk seconded the motion and the motion passed (4/0).

## **VI. CONSENT AGENDA**

Director Schenk made a motion to approve the Consent Agenda which included June & July 2016 accounts payable, personnel reports, financial reports, district wide surplus and a Steilacoom High Film Club field trip; Director Denning seconded the motion and the motion passed (4/0).

## **VII. NEW BUSINESS**

### **a. 2016-17 School Year Fees and Fines**

Executive Director Brittain presented the student fees and fines for 2016-17 school year.

### **b. First Reading of Policy 3530 Fundraising Activities Involving Students**

Director Denning made a motion to approve Policy 3530; Director Schenk seconded the motion and the motion passed (4/0).

### **c. First Reading of Policy 2104 Federal and/or State Funded Instructional Programs**

Director Denning made a motion to approve Policy 2104; Director Schenk seconded the motion and the motion passed (4/0).

### **d. First Reading of Policies 2333 Flag Exercises, 2336 Required Observances and 2340 Religious Activities**

Director Denning made a motion to approve Policies 2333, 2336 and 2340; Director Schenk seconded the motion and the motion passed (4/0).

### **e. First Reading of Policy 2409 Credit For Competency-Proficiency**

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

## **VIII. COMMENTS FROM THE AUDIENCE**

No comments.

## **IX. BOARD COMMUNICATION**

No Board communications.

## **X. ANNOUNCEMENTS**

Superintendent Weight announced that the district had been awarded a five year, 1.25 million dollar grant from the Department of Defense for student health supports.

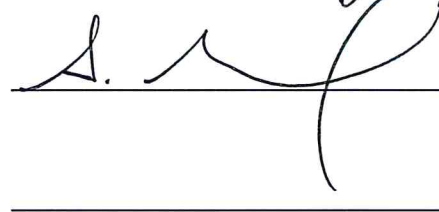
## **XI. ADJOURNMENT**


Director Forbes made a motion to adjourn the meeting at 7:31 pm; Director Denning seconded the motion and the motion passed (4/0).

  
\_\_\_\_\_

(Chair)   
\_\_\_\_\_

  
\_\_\_\_\_

  
\_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_  
(Secretary/Superintendent)

# Steilacoom Historical School District

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

DATE: July 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.

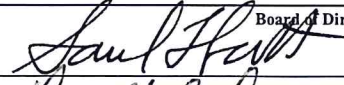
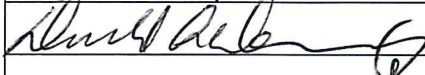
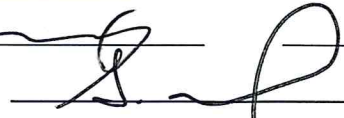
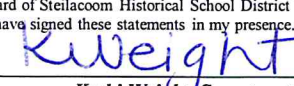
FUND NAME		WARRANTS (INCLUSIVE)			AMOUNT
GENERAL FUND:					
June 21, 2016	Accounts Payable	119464	to	119465	\$ 520.27
June 22, 2016	Accounts Payable	119466	to	19509	\$ 324,501.78
June 23, 2016	Accounts Payable	119510	to	119510	\$ 47,787.03
June 23, 2016	Accounts Payable	119511	to	119511	\$ 2,105.11
June 23, 2016	Accounts Payable	119512	to	119528	\$ 966.45
	Payroll	800708	to	800713	\$ 14,629.98
	Payroll A/P	119529	to	119553	\$ 641,400.00
	Payroll Taxes				\$ 376,250.67
	Direct Deposit				\$ 1,037,289.94
June 27, 2016	Accounts Payable	119554	to	119571	\$ 187,145.22
June 28, 2016	Accounts Payable	1195572	to	119594	\$ 225.04
June 30, 2016	Accounts Payable	119595	to	119599	\$ 6,963.44
June 30, 2016	Accounts Payable	119600	to	119617	\$ 48,291.16
June 30, 2016	Accounts Payable	119618	to	119632	\$ 255.90
July 6, 2016	Accounts Payable	119633	to	119649	\$ 84,870.13
July 6, 2016	Accounts Payable	11950	to	119658	\$ 11,392.79
July 8, 2016	Accounts Payable	119659	to	119664	\$ 171.71
July 12, 2016	Accounts Payable	119665	to	119693	\$ 218,095.44
July 14, 2016	Accounts Payable	119694	to	119694	\$ 244.10
July 15, 2016	Accounts Payable	119695	to	119699	\$ 7,964.22
July 20, 2016	Accounts Payable	119700	to	119729	\$ 164,286.81
July 21, 2016	Accounts Payable	119730	to	119730	\$ 2,340.99
TOTAL GENERAL FUND:					\$ 3,177,698.18

## CAPITAL PROJECTS FUND:

June 17, 2016	Accounts Payable	200311	to	200311	\$ 1,805.35
June 30, 2016	Accounts Payable	200312	to	200312	\$ 12,579.91
July 14, 2016	Accounts Payable	200313	to	200313	\$ 50,198.19
<b>TOTAL CAPITAL PROJECTS FUND:</b>					<b>\$ 64,583.45</b>

## ASSOCIATED STUDENT BODY FUND:

June 23, 2016	Accounts Payable	402824	to	402824	\$ 15,212.05
June 23, 2016	Accounts Payable	402825	to	402836	\$ 2,095.65
June 23, 2016	Accounts Payable	402837	to	402844	\$ 10,496.71
June 23, 2016	Accounts Payable	402845	to	402845	\$ 1,414.65
June 24, 2016	Accounts Payable	402846	to	402847	\$ 61.00
June 27, 2016	Accounts Payable	402848	to	402850	\$ 1,060.76
June 27, 2016	Accounts Payable	402851	to	402851	\$ 251.84
July 14, 2016	Accounts Payable	402852	to	402854	\$ 2,423.00
July 20, 2016	Accounts Payable	402855	to	402857	\$ 3,844.22
July 21, 2016	Accounts Payable	402858	to	402858	\$ 80.75
<b>TOTAL ASSOCIATED STUDENT BODY FUND:</b>					<b>\$ 36,940.63</b>

  	
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  
Certificated Personnel Report

<b>Personnel Report 7-28-16</b>						
<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
Foit Kelly	Teacher	1.00	Cherrydale	6/24/2016	Resignation	
Wood Shannon	Teacher	1.00	High School	6/23/2016	Resignation	
Doughton Patricia	Teacher	1.00	Anderson Island	8/29/2016	New Hire	
Cunningham Abby	Teacher	1.00	Cherrydale	8/29/2016	New Hire	Hi Cap/Title
McKay Marci	Teacher	1.00	High School	7/5/2016	Resignation	



Steilacoom Historical School District No. 1  
Classified Personnel Report

<b>Personnel Report 7-28-16</b>						
<b>Name</b>	<b>Position</b>	<b>Hours</b>	<b>Location</b>	<b>Effective Date</b>	<b>Action</b>	<b>Comment</b>
Martinez Mark	IT Technician	8.00	District Office	7/29/2016	New Hire	
Moritz Madeline	Student Specific Para	6.50	Saltar's Point	9/1/2016	New Hire	
Bruggeman Theresa	Paraeducator	6.50	Anderson Island	7/21/2016	Resignation	
Dansereau Rodney	Custodian	4.00	District Office	7/25/2016	Resignation	
Deflitch Kevin	Custodian	8.00	Chloe Clark	8/31/2016	Resignation	

Steilacoom Historical School District No. 1  
Classified Exempt Personnel Report

Personnel Report 7-28-16				
Name	Position	Location	Effective Date	Amount
Cabigting Sue	Human Resources Coordinator	District Office	9/1/2016	61,200.00
Dolman Beverly	Payroll Manager	District Office	9/1/2016	69,360.00
Garvin Anna	Supervisor of Maintenance and Facilities	Maintenance	9/1/2016	69,360.00
Johnston Celeste	Executive Assistant to the Superintendent and Public Information Officer	District Office	9/1/2016	61,200.00
Meyers Roger	Computer Hardware Manager	District Office	9/1/2016	65,280.00
Phillips Jacob	Network Manager	District Office	9/1/2016	66,300.00

Steilacoom Historical School District No. 1  
Admin Personnel Report

<b>Personnel Report 7-28-16</b>			
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Lallemand Krista	Assistant Principal	High School	7/1/2016