



Regular Meeting Agenda

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

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

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

Wednesday, December 8, 2021 07:00 PM

I. CALL TO ORDER

(Action)

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

II. COMMENTS FROM THE AUDIENCE

(Information)

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

III. PRESENTATION - Pioneer Middle School Band

(Presentation)

Presenter: JoAnne Fernandes/Jenessa Stout

IV. REPORT - SHS Fall Sports Recap

(Information)

Presenter: Katie Redman/Blair Suek

[SHS Fall Sports Recap.pdf \(p. 4\)](#)

V. RECOGNITION OF OUTGOING BOARD MEMBERS - Bob Forbes and Jason Pierce

VI. RECEPTION

VII. SWEARING IN OF DIRECTOR POSITIONS 1, 2, AND 3 - Jennifer McDonald, Victor Hogan, and Melanie Tinsley

(Action)

VIII. CONSENT AGENDA

(Action)

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

[Approval of Financial Reports.PDF \(p. 12\)](#)

[Approval of November and December 2021 Accounts Payable and November 2021 Payroll.PDF \(p. 22\)](#)

[Approval of November 17 2021 Regular Meeting Minutes.pdf \(p. 23\)](#)

[Approval of Certificated Personnel Report.pdf \(p. 27\)](#)

[Approval of Classified Personnel Report.pdf \(p. 28\)](#)

[Approval of Co-Curricular Personnel Report.pdf \(p. 29\)](#)

[Approval of District Surplus.PDF \(p. 30\)](#)

IX. OLD BUSINESS - Approval of 2021-2027 Capital Facilities Plan

(Action)

Presenter: Shawn Lewis

[2021-2027 Capital Facilities Plan.pdf \(p. 36\)](#)

X. NEW BUSINESS

A. Election of Board Chair

(Action)

B. Election of Board Vice Chair

(Action)

C. Election of Legislative Representative

(Action)

D. WSSDA Board of the Year Donation Allocation

(Action)

Presenter: Melissa Beard

E. Resolution 886-12-08-21 Proclaiming January 2022 as Steilacoom Historical School District Whole Child Month

(Action)

Presenter: Superintendent Weight

[Resolution 886-12-08-21 Proclaiming January 2022 as Steilacoom Historical School District Whole Child Month.pdf \(p. 72\)](#)

F. Appointment of For/Against Statement Committees for the Education Levy Voters' Pamphlet

(Action)

Presenter: Shawn Lewis

[Election Committee.pdf \(p. 75\)](#)

G. First Reading of Policy 1815 Ethical Conduct for School Directors

(Action)

Presenter: Superintendent Weight

[Policy 1815 Ethical Conduct for School Directors.pdf \(p. 76\)](#)

H. First Reading of Policy 1822 Training and Development for Board Members **(Action)**

Presenter: Superintendent Weight

[Policy 1822 Training and Development for Board Members.pdf \(p. 79\)](#)

I. First Reading of Policy 1825 Addressing School Director Violations **(Action)**

Presenter: Superintendent Weight

[Policy 1825 Addressing School Director Violations.pdf \(p. 82\)](#)

XI. BOARD COMMUNICATION **(Information)**

XII. ANNOUNCEMENTS **(Information)**

XIII. ADJOURNMENT **(Action)**



Steilacoom High School

2021 Athletics Recap

Golf - Coached by John Ford and Caroline Matelski

Girls' and Boys' Golf had a wonderful season.

For the girls, Abby Matelski finished 2nd Team All-League and is moving on to the State Qualifier in the spring.

Eva Clapp placed 26th at the District Tournament.

Captain Adam Pace and Tommy Cabage finished in the top 32 in the District Tournament. Jackson Lee finished 17th and qualified for the State Qualifier later this spring.



Girls' Soccer - Coached By Marlena Pelegrin and Aerial Edwards

The Girls' Soccer team finished in fourth place in the SPSL this season.

The girls competed in the district tournament.

Cynthia Monzon earned Second Team All-League.



Cross Country - Coached by Erin Anderson and Jim Seefeldt

Cross Country had a great season placing the girls' team 11th at State and the boys' team 14th at State.

Cody Goth was Athlete of the Year for Boys' Cross Country and finished 6th at State.

Caleb Wilcox, Cody Goth and Aiden Koshinsky were First Team All-League.

Ava Potter and Hannah Koivisto were First Team All-League and Jasmin Contreras was Second Team All-League.



Boys' Tennis - Coached by Ernie Manning and Alan Magaway

The Boys' Tennis team had a stellar season and participated in the district tournament.

Josh Da was First Team All-League.

Killian Farooqui was Second Team All-League.



Volleyball - Coached by Blair Suek, Becky Saravia and Tausala Faamausili

The Girls' Volleyball team had an awesome season, taking first place at the District Tournament and third place at the State Tournament.

Dani Faamausili was League MVP.

Gabi Faamausili and Nai Kaleopa were First Team All-League, Taylor Albert was Second Team All-League and Erin Riekena was Honorable Mention.

Coach Suek was Coach of the Year for the SPSL.



Girls' Swim and Dive - Coached by Kathy Casey and Julia Rodriguez

Girls' Swim and Dive had a great season and won their League Championship.

Alex Ruppe won two State titles for the team.

Lizzy Lingenfelter earned a 5th place and 6th place title at State.

The relay team took home a 7th place finish at State.

The team took 7th overall at State.

First Team All-League - Alex Ruppe, Lizzy Lingenfelter, and Emily Adachi

Second Team All-League - Christine Hong, Ellie Kamke, Nora Agosto-Santiago, Sophia Bacso, Nadia Agosto-Santiago, and Danica Raymundo

Coach Casey was SPSL Coach of the Year.



Football - Coached by Kyle Haller

The football team had a stellar season this year taking first place in the SPSL and earning a top 8 finish in State.

Sam Stowers was Co-League MVP.

Austin Kinney was Defensive Player of the Year.

First Team All-League: Jon Sanchez, DeAndre Napier, Cole Miller, Demari Ross, Nick Barnes

Second Team All-League: Ashton Dilley, Ian Christensen, Darius Dixon, Phillip Barr, Jaycion Cain, Cole Fraley

Coach Haller was named Coach of the Year for the SPSL.



Steilacoom Historical School District No. 1
Financial Report - November 30, 2021
Budget/Year-End Projection/YTD Actual

The following information is a summary of the financial position as of November 30, 2021 for the district's five operating funds. It provides the School Board fiscal information to evaluate the fiscal stability and operations of the district. The information is unaudited but supported by the attached monthly budget status reports.

General Fund Budget/YTD Actual:

	Annual Budget	YTD Actual	
Revenues & Other Financing Sources	47,399,394	11,800,814	24.90%
Expenditures & Other Financing Uses	48,571,407	13,944,010	28.71%

Excess Revenues/Other Financing Sources		
Over (under) Expend & Other Financing Uses	(1,172,013)	(2,143,196)

Transfer to Capital Projects	(700,000)
Net Change in Unassigned Fund Balance	(2,843,196)

Fund Balances	9/1/2021	11/30/2021	Variance
Unassigned Fund Balance	1,137,865	928,178	-209,687
Unassigned Minimum Fund Balance	2,770,000	2,770,000	0
Fund Balance	3,907,865	3,698,178	-209,687

Capital Projects Fund:

Fund Balance - Impact Fees \$899,975.25 - Turf Field Replacement \$500,000

Beginning Fund Balance		5,452,744	
GF Transfer to Capital Projects	0		
Revenues	20,152		
Expenses	664,916		
		(644,764)	
Ending Fund Balance 11/30/2021			4,807,980

	9/1/2021 Beginning Balance	11/30/2021 Ending Fund Balance	Variance
Debt Service Fund*:	5,517,203	8,710,880	3,193,677
ASB Fund:	336,896	374,105	37,209
Transportation Fund:	128,506	128,523	17

*12/1/2021 Principal and Interest - \$7,913,225; 6/1/2022 Interest payment - \$ 392,250

10--General Fund-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2021

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	6,370,728	.00	2,162,554.41		4,208,173.59	33.95
2000 LOCAL SUPPORT NONTAX	187,400	15,925.82	30,575.23		156,824.77	16.32
3000 STATE, GENERAL PURPOSE	27,213,528	1,395,777.99	6,202,437.97		21,011,090.03	22.79
4000 STATE, SPECIAL PURPOSE	6,800,004	358,134.20	1,495,739.81		5,304,264.19	22.00
5000 FEDERAL, GENERAL PURPOSE	282,000	.00	171,437.00		110,563.00	60.79
6000 FEDERAL, SPECIAL PURPOSE	6,545,734	1,395,427.16	1,738,069.85		4,807,664.15	26.55
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	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	47,399,394	3,165,265.17	11,800,814.27		35,598,579.73	24.90
<u>B. EXPENDITURES</u>						
00 Regular Instruction	26,797,965	2,210,555.82	7,029,733.35	18,440,178.78	1,328,052.87	95.04
10 Federal Stimulus	1,610,754	424,751.51	1,186,298.21	567,265.04	142,809.25-	108.87
20 Special Ed Instruction	5,898,981	512,015.21	1,531,864.04	4,206,548.47	160,568.49	97.28
30 Voc. Ed Instruction	2,258,408	203,707.47	583,960.01	1,318,732.59	355,715.40	84.25
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	962,500	85,678.43	262,386.30	699,949.47	164.23	99.98
70 Other Instructional Pgms	502,101	16,691.93	128,167.43	201,830.99	172,102.58	65.72
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	10,540,698	988,890.89	3,221,600.75	8,172,747.10	853,649.85-	108.10
<u>Total EXPENDITURES</u>	48,571,407	4,442,291.26	13,944,010.09	33,607,252.44	1,020,144.47	97.90
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	700,000	.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>	1,872,013-	1,277,026.09-	2,143,195.82-		271,182.82-	14.49
F. <u>TOTAL BEGINNING FUND BALANCE</u>	5,779,878		5,841,374.30			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u> <u>(E+F + OR - G)</u>	3,907,865		3,698,178.48			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	700,000-	.00
G/L 872 Committd to Econmc Stabilizatr	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	1,837,865	928,178.48
G/L 891 Unassigned Min Fnd Bal Policy	2,770,000	2,770,000.00
<u>TOTAL</u>	3,907,865	3,698,178.48

20--CAPITAL PROJECT FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2021

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	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	170,000	.00	20,151.68		149,848.32	11.85
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	350,000	.00	.00		350,000.00	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	8,700,000	.00	.00		8,700,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	9,220,000	.00	20,151.68		9,199,848.32	0.22
<u>B. EXPENDITURES</u>						
10 Sites	7,440,000	.00	.00	0.00	7,440,000.00	0.00
20 Buildings	2,300,000	130,097.09	655,211.72	391,347.31	1,253,440.97	45.50
30 Equipment	0	.00	.00	0.00	.00	0.00
40 Energy	300,000	.00	.00	0.00	300,000.00	0.00
50 Sales & Lease Expenditure	0	6,058.94	9,704.44	11,212.00	20,916.44-	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>	10,040,000	136,156.03	664,916.16	402,559.31	8,972,524.53	10.63
<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) EXP/OTH FIN USES (A-B-C-D)</u>	820,000-	136,156.03-	644,764.48-		175,235.52	21.37-
<u>F. TOTAL BEGINNING FUND BALANCE</u>	4,424,836		5,452,744.31			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,604,836		4,807,979.83			
<u>(E+F + OR - G)</u>						

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 861 Restricted from Bond Proceeds	0	.00
G/L 862 Committed from Levy Proceeds	0	.00
G/L 863 Restricted from State Proceeds	0	.00
G/L 864 Restricted from Fed Proceeds	0	421,602.25-
G/L 865 Restricted from Other Proceeds	0	.00
G/L 866 Restrictd from Impact Proceeds	835,395	899,975.25
G/L 867 Restricted from Mitigation Fees	0	.00
G/L 869 Restricted fr Undistr Proceeds	0	.00
G/L 870 Committed to Other Purposes	500,000	500,000.00
G/L 889 Assigned to Fund Purposes	2,269,441	3,829,606.83
G/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	3,604,836	4,807,979.83

30--DEBT SERVICE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2021

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>						
1000 Local Taxes	8,819,174	.00	3,193,282.06		5,625,891.94	36.21
2000 Local Support Nontax	2,000	.00	394.60		1,605.40	19.73
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>	8,821,174	.00	3,193,676.66		5,627,497.34	36.20
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	7,385,000	.00	.00	0.00	7,385,000.00	0.00
Interest On Bonds	920,475	.00	.00	0.00	920,475.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	2,500	.00	.00	0.00	2,500.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	8,307,975	.00	.00	0.00	8,307,975.00	0.00
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	513,199	.00	3,193,676.66		2,680,477.66	522.31
<u>F. TOTAL BEGINNING FUND BALANCE</u>	5,921,592		5,517,203.45			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE (E+F + OR - G)</u>	6,434,791		8,710,880.11			
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	6,434,791		8,710,880.11			
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>	6,434,791		8,710,880.11			

40--ASB FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2021

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	203,800	10,672.52	51,313.07		152,486.93	25.18
2000 Athletics	150,709	458.00	8,542.42		142,166.58	5.67
3000 Classes	68,935	288.00	3,737.73		65,197.27	5.42
4000 Clubs	521,040	3,718.29	29,232.24		491,807.76	5.61
6000 Private Moneys	24,300	75.50	1,182.28		23,117.72	4.87
<u>Total REVENUES</u>	968,784	15,212.31	94,007.74		874,776.26	9.70
B. EXPENDITURES						
1000 General Student Body	230,800	1,760.32	12,276.41	7,765.18	210,758.41	8.68
2000 Athletics	222,270	5,145.54	15,066.32	13,582.29	193,621.39	12.89
3000 Classes	84,929	2,495.53	2,368.33	0.00	82,560.67	2.79
4000 Clubs	641,674	15,142.02	26,937.48	21,068.00	593,668.52	7.48
6000 Private Moneys	33,887	.00	150.00	0.00	33,737.00	0.44
<u>Total EXPENDITURES</u>	1,213,560	24,543.41	56,798.54	42,415.47	1,114,345.99	8.18
C. EXCESS OF REVENUES						
<u>OVER(UNDER) EXPENDITURES</u> (A-B)	244,776-	9,331.10-	37,209.20		281,985.20	115.20-
D. TOTAL BEGINNING FUND BALANCE	366,565		336,895.92			
E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE	121,789		374,105.12			
<u>C+D + OR - E)</u>						
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	121,789		374,105.12			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	121,789		374,105.12			

90--TRANSPORTATION VEHICLE FUND-- FUND BALANCE -- SPI ACCOUNTS -- Original -- BUDGET-STATUS-REPORT
Fiscal Year 2021 (September 1, 2021 - August 31, 2022)

For the STEILACOOM SCHOOL DISTRICT #1 School District for the Month of November, 2021

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	500	.00	17.42		482.58	3.48
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	6,500	.00	.00		6,500.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>7,000</u>	<u>.00</u>	<u>17.42</u>		<u>6,982.58</u>	<u>0.25</u>
 <u>B. 9900 TRANSFERS IN FROM GF</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>		 <u>.00</u>	 <u>0.00</u>
 <u>C. Total REV./OTHER FIN. SOURCES</u>	 <u>7,000</u>	 <u>.00</u>	 <u>17.42</u>		 <u>6,982.58</u>	 <u>0.25</u>
 <u>D. EXPENDITURES</u>						
Type 30 Equipment	10,000	.00	.00	0.00	10,000.00	0.00
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
 <u>Total EXPENDITURES</u>	 <u>10,000</u>	 <u>.00</u>	 <u>.00</u>	 <u>0.00</u>	 <u>10,000.00</u>	 <u>0.00</u>
 <u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>F. OTHER FINANCING USES (GL 535)</u>	 <u>0</u>	 <u>.00</u>	 <u>.00</u>			
 <u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	 <u>3,000-</u>	 <u>.00</u>	 <u>17.42</u>		 <u>3,017.42</u>	 <u>100.58-</u>
 <u>H. TOTAL BEGINNING FUND BALANCE</u>	 <u>128,506</u>		 <u>128,506.03</u>			
 <u>I. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	 <u>XXXXXXXXX</u>		 <u>.00</u>			
 <u>J. TOTAL ENDING FUND BALANCE (G+H + OR - I)</u>	 <u>125,506</u>		 <u>128,523.45</u>			
 <u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	125,506		128,523.45			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
 <u>TOTAL</u>	 <u>125,506</u>		 <u>128,523.45</u>			

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

Steilacoom Historical School District

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

DATE: December 8, 2021

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

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

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

FUND NAME		WARRANTS (INCLUSIVE)			AMOUNT
GENERAL FUND:					
November 16, 2021	Accounts Payable	130784	to	130784	\$ 70.90
November 16, 2021	Accounts Payable	130785	to	130808	\$ 317,014.85
November 23, 2021	Accounts Payable	130809	to	130847	\$ 167,212.10
	Payroll	800906	to	800907	\$ 2,590.47
	Payroll A/P	130848	to	130857	\$ 433,063.16
	Payrol ACH Payments				\$ 565,259.61
	Payroll Taxes				\$ 587,793.08
	Direct Deposit				\$ 1,662,584.67
November 23, 2021	Accounts Payable	130858	to	130858	\$ 51,468.41
November 30, 2021	Accounts Payable	130859	to	130875	\$ 43,525.72
TOTAL GENERAL FUND:					\$ 3,830,582.97

CAPITAL PROJECTS FUND:

November 18, 2021	Accounts Payable	200444	to	200445	\$ 50,661.79
November 23, 2021	Accounts Payable	200446	to	200446	\$ 80,673.65
November 24, 2021	Accounts Payable	200447	to	200447	\$ 2,670.59
December 2, 2021	Accounts Payable	200448	to	200448	\$ 384.21
TOTAL CAPITAL PROJECTS FUND:					\$ 134,390.24

ASSOCIATED STUDENT BODY FUND:

November 16, 2021	Accounts Payable	404910	to	404910	\$ 207.85
November 17, 2021	Accounts Payable	404911	to	404917	\$ 3,291.44
November 18, 2021	Accounts Payable	404918	to	404919	\$ 1,285.65
November 24, 2021	Accounts Payable	404920	to	404920	\$ 19,670.29
December 2, 2021	Accounts Payable	404921	to	404924	\$ 449.06
TOTAL ASSOCIATED STUDENT BODY FUND:					\$ 24,904.29

TRANSPORTATION VEHICLE FUND:

	to	
	to	
TOTAL TRANSPORTATION VEHICLE FUND:		\$ -

Board of Directors of Steilacoom Historical School District No. 1

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

Kathi Weight
Kathi Weight, Secretary to the Board



Regular Meeting Minutes
Steilacoom High School · 54 Sentinel Drive · Steilacoom, WA
Wednesday, November 17, 2021

STUDY SESSION:

- Agenda and Resolution Review

REGULAR MEETING:

I. CALL TO ORDER

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

Executive Director Susanne Beauchaine led the Pledge of Allegiance.

Director Scott made a motion to approve the agenda, Director Pierce seconded the motion, and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

- Carol Pace, Steilacoom resident, spoke regarding CRT and requested the Board refuse CRT curriculum. Ms Pace also spoke on gender identity, asked that the Board not put this focus on students.
- Leighann Emsley, Lakewood resident, spoke against vaccine mandates/requirements for young children. Ms. Emsley also spoke against CRT curriculum and gender identity discussion in classroom.
- Patrick Plumb, Lakewood resident, spoke on the issue of student safety at Steilacoom High School. Mr. Plumb urged the Board to take a look at student safety, promote real change, and ensure that students are heard and acknowledged.

III. REPORT - Class of 2021 Graduation Data(

Mike Miller, Steilacoom High School Principal, shared a presentation regarding SHS graduation data. The 4-year cohort adjusted graduation rate for the SHS class of 2021 is currently 92.5%. The 5-year cohort adjusted graduation rate for the SHS class of 2020 is 97.5%.

IV. CONSENT AGENDA

Director Forbes made a motion to approve the Consent Agenda, Director Rohrer seconded the motion, and the motion passed (5/0). The Consent Agenda included attached Financial Reports; October and November 2021 Accounts Payable including October 2021 Payroll; October 27, 201 Regular Board Meeting Minutes, and Personnel Reports.

V. OLD BUSINESS - Resolution for Fostering an Inclusive Environment

The Board discussed a resolution for fostering an inclusive environment. Director Scott shared that the Board needs an organized plan to create the desired end result, and suggested this be added to the Board's January Study Session agenda. Director Rohrer shared that she supports stronger language in the resolution.

VI. NEW BUSINESS

A. Resolution 883-11-17-21 Surplus of Bus Garage Property

Director Pierce made a motion to approve Resolution 883-11-17-21 Surplus of Bus Garage Property, Director Scott seconded the motion, and the motion passed (5/0). Director Scott mentioned the district has wanted to accomplish this for years, and Director Forbes thanked Mr. Lewis for his efforts to move the district forward on this project.

B. Resolution 884-11-17-21 Authorizing the Superintendent to Pursue Non-Voted Debt

Director Rohrer made a motion to approve Resolution 884-11-17-21 Local Program Non-Voted Debt Authorization, Director Forbes seconded the motion, and the motion passed (5/0). Director Forbes noted that we do also have funds in the general fund that could also be used in full or in part. Mr. Lewis ensured the Board that the district will not incur any interest payments if not absolutely necessary.

C. Resolution 885-11-17-21 Approval of Purchase and Sale Agreement of McNeil Street Property

Director Scott made a motion to approve Resolution 885-11-17-21 Approval of Purchase and Sale Agreement of McNeil Street Property, Director Pierce seconded the motion, and the motion passed (5/0). Director Scott shared that this project has been a long road for the district, and this agreement is a real win for the students and families of our district.

D. Approval of Maintenance Facility Bid

Director Forbes made a motion to approve the recommended Maintenance Facility Bid, Director Rohrer seconded the motion, and the motion passed (5/0). Director Forbes thanked Mr. Lewis and Dr. Weight for all their work to accomplish this project.

E. First Reading of Policy 3411 Accommodating Students with Seizure Disorders or Epilepsy

Director Pierce made a motion to approve 3411 Accommodating Students with Seizure Disorders or Epilepsy, Director Scott seconded the motion, and the motion passed (5/0).

F. First Reading of Policy 6225 Use of Electronic Signature

Director Rohrer made a motion to approve Policy 6225 Use of Electronic Signature, Director Forbes seconded the motion, and the motion passed (5/0).

G. First Reading of Policy 6970 Naming Facilities

Director Scott approved Policy 6970 Naming Facilities, Director Pierce seconded the motion, and the motion passed (5/0).

VII. BOARD COMMUNICATION

- Director Rohrer received communication regarding CRT, recent district lawsuit, and students with special needs.
- Director Pierce received communication regarding testing 3x/week for non-vaccinated student athletes, and other communication in reference to ParentSquare messages regarding SHS student walk-out.
- Director McDonald received communication regarding district lawsuit and substitute compensation changes.

VIII. ANNOUNCEMENTS

- Director Scott announced the SHS Girl's Swim & Dive Team did very well at the State Championships, and the SHS football team is also doing well post-season.
- Director McDonald shared the volleyball team is also doing well post-season.
- Director Forbes thanked SHSD principals and staff for the great job they are doing during these difficult times with changing policies, state requirements, COVID tracking, etc. - on top of their normal responsibilities. He encouraged them to keep driving on, and commended them for keeping their focus on the kids. He also thanked the community in attendance at tonight's Board meeting for caring about their community.
- Director Rohrer shared it is nice to see the activities happening in schools, such as the SHS anime club, giving kids a space to learn and grow and be themselves. She has also been encouraged by SHSD parents/PTAs/Booster clubs involvement in the schools.
- Director Pierce thanked the parents in the audience for putting their faith in him as a School Board Director. Next month will be Director Pierce's last meeting.

IX. RECESS TO EXECUTIVE SESSION

Chair McDonald recessed the meeting to Executive Session at 7:42 pm, anticipating a 30-minute Executive Session.

After this adjournment, the Board and Dr. Weight were made aware that several Steilacoom High School students wishing to speak at tonight's meeting had signed up on the incorrect form and had missed the Comments from the Audience portion of the meeting. Wanting to make sure these students were heard, the Board returned to the regular meeting at 7:51 pm and the following comments were shared:

Ari Bryant, SHS student, shared that SHSD leaders are neglecting students and it is difficult for students to learn when they are fearful. This is a serious issue that needs to be addressed. There needs to be better communication between the administration and students regarding safety.

Tara Zolfaghari, SHS student, shared that SHS students are asking for transparency from the district and the Board regarding the lawsuit, and want action to be taken. The district needs to commit to its core values and provide a safe environment for their students, and make sure the students are heard, supported, and responded to. Also shared was the importance of ethnic and diverse history studies.

Isabelle Villaneuva, SHS student, shared she was an incoming freshman when warned by other students to cover up in class, and that issues reported to admin would not be addressed. A request was shared to listen to students, because their voices matter, and to believe what students are saying.

Chair McDonald shared the following statement: We are aware of the lawsuit recently filed against the Steilacoom School District in Pierce County Superior Court by a former District student. As the School Board, we recognize that the allegations in the lawsuit regard sensitive subjects and we are taking them very seriously. But in the meantime, we want to assure you that the teacher in question is not at the school and is out on administrative leave. We are proud of our students for making their voices heard around these allegations. Our job is to work with the Superintendent and the school's administration to ensure we are all providing a safe and positive educational experience for all of our students. We encourage the use of the district's safe school reporting tool which can be found on our website, or by calling 855-745-3674.

The meeting was again recessed to Executive Session at 7:59 pm.

X. EXECUTIVE SESSION

per RCW 42.30.110(1)(g) to review the performance of a public employee (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

XI. RETURN TO REGULAR MEETING

Chair McDonald resumed the public meeting at 9:10 pm.

XII. ADJOURNMENT

Director Pierce made a motion to adjourn the meeting at 9:10 pm, Director Rohrer seconded the motion, and the motion passed (5/0).

(Chair)

(Secretary/Superintendent)

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 12/8/2021						
Name	Position	FTE	Location	Effective Date	Action	Comment
MARTIN KYLIE	TEACHER	1.00	PIONEER	1/3/2022	LEAVE OF ABSENCE	For 2021-22 School Year
KIM GRACE	TEACHER	1.00	HIGH SCHOOL	1/3/2022	LEAVE OF ABSENCE	For 2021-22 School Year
CAMPBELL SARAH	COUNSELOR	1.00	HIGH SCHOOL	1/7/2022	RETIREMENT	
VANDERSNICK LEIA	TEACHER	1.00	CHLOE CLARK	1/3/2022	NEW HIRE	Non-Continuing For 2021-22 School Year

Steilacoom Historical School District No. 1

Classified Personnel Report

Personnel Report 12/8/2021						
Name	Position	Hours	Location	Effective Date	Action	Comment
MARCUS KATIE	PARAPROFESSIONAL	3.25	CHLOE CLARK	12/9/2021	NEW HIRE	Temp. for 2021-22 school year
NIETIEDT BRANDON	UTILITY CUSTODIAN	8.00	MAINTENANCE	12/15/2021	RESIGNATION	
ROSE JESSADIAH	PARAPROFESSIONAL	6.50	CHLOE CLARK	12/9/2021	NEW HIRE	Temp. for 2021-22 school year

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

Steilacoom Historical School District

Surplus Form - District Office

The items listed are no longer required by our department and may be declared surplus. Items may be picked-up from locations indicated. NOTE: All licensed software and proprietary information must be removed from technology equipment.

Date 10/13/2021

Location/Building _____ District Office/PDC _____

Signature M. C. K.

[illegible]

Steilacoom Historical School District

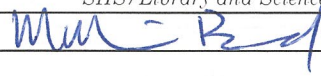
Surplus Form - SHS

The items listed are no longer required by our department and may be declared surplus. Items may be picked-up from locations indicated. NOTE: All licensed software and proprietary information must be removed from technology equipment.

Date 10/13/2021

Location/Building SHS/Library and Science Lab

Signature



Quantity	Item Description	Surplus or Damage
9	Spectrophotometers	Suplus
1	Centrifuge	Surplus
1	Headphones	Suplus
14	TKM & TI84 Calculators	Surplus
5	PreCalc Textbooks, French, Chemistry Textbooks, Geometry	Surplus
17	The Jungle Books, Frankenstein Book, Wuthering Heights	Surplus
19	The Adventures of Huckleberry Finn	Surplus
107	I Know Why the Caged Bird Sings	Surplus
23	Death of a Salesman	Surplus
123	Rumble Fish, Dangerous Minds, Candide, Othello	Surplus
133	Oedipus Plays of Sophocles Oedipus the King	Surplus
20	Sophocles the oedipus Cycles, Plays, Rex	Surplus
100	A Long Way Gone Memoirs of a Boy Soldier	Surplus
26	Miller & Levine Biology	Surplus
29	Campbells & Reece AP Biology	Surplus
31	The Bean Trees	Surplus
164	Discovering French 1, 2, 3	Surplus
15	Le Petit Prince	Surplus
137	Avencemos 1, 2, 3, TE Avancemos 2,3	Surplus
15	The Fault in our Stars	Surplus
18	Discovering Wes Moore	Surplus
13	Deadline	Surplus
43	A Separate Peace	Surplus
36	The Wedding	Surplus
72	Lord of the Flies	Surplus

23	The Great Expectations	Surplus
9	Housing and Interior Design	Surplus
38	Boys Life	Surplus
20	A Raisin in the Sun	Surplus
11	Cyrano de Bergerac	Surplus
35	Rosencrantz & Guildenstern are Dead	Surplus
18	The Once Future King	Surplus
24	The Pearl	Surplus
29	Flowers for Algernon	Surplus
16	Don Quixote	Surplus
15	The Aeneid	Surplus
14	The Light in the Forest	Surplus
1	Romeo and Juliet	Surplus
16	Pygmalion	Surplus
18	The Red Badge of Courage	Surplus
41	The Miracle Worker	Surplus
158	Balzac	Surplus
29	The Martian Chronicles	Surplus
3	Inherit the Wind. Into the Wild	Surplus
9	Ishi las of his Tribe	Surplus
24	Robinson Crusoe	Surplus
29	Crime and Punishment	Surplus
12	The Old Man and the Sea	Surplus
56	The Arrival	Surplus

Surplus Form - SHS

Date 11/3/2021

Location/Building _____ Saltar's

Signature

Packet page 33 of 83

Steilacoom Historical School District

Surplus Form - Chloe Clark

The items listed are no longer required by our department and may be declared surplus. Items may be picked-up from locations indicated. NOTE: All licensed software and proprietary information must be removed from technology equipment.

Date 10/13/2021

Location/Building Chloe Clark

Signature Muhammad Rizwan

[illegible]

Surplus Form - SHS

Date 11/3/2021

Location/Building Cherrydale

Signature

Packet page 35 of 83

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

Strategic Focus Area

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

BACKGROUND INFORMATION

The 2021-2027 SHSD Capital Facilities Draft Plan is presented to the Board for its review and consideration for approval at the December 8th Board meeting.

The SHSD has prepared this Capital Facilities Plan to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years. The Capital Facilities Plan is intended to be shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This plan will be adopted by reference as a part of the local jurisdiction's Comprehensive Plan for purposes of identifying whether school facilities are adequate to serve existing and proposed new development.

The Growth Management Act identifies schools as a part of the public infrastructure needed to serve growth. One primary purpose for the Capital Facilities Plan is to establish a basis for school impact fee eligibility. This plan includes the updated calculations for impact fees for single family residences at \$1,000 and \$0 per multi-family unit.

We completed the 14 day SEPA notice requirements on November 30 and no comments were received prior during the review and comment period.

RECOMMENDED ACTION:

The administration recommends that the Board approve the 2021-2027 SHSD Capital Facilities Plan.

Report prepared by:
Shawn Lewis, Director of Community Relations and Planning



The best education for every student.

STEILACOOM

Historical School District No. 1

CAPITAL FACILITIES PLAN

2021 - 2027

December 2021

**Steilacoom Historical School
District No. 1**
511 Chambers Street
Steilacoom, WA 98388
(253) 983-2200

Board of Directors

Victor Hogan
Jennifer McDonald
Loujanna Rohrer
Samuel Scott
Melanie Tinsley

Dr. Kathi Weight, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

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STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BUILDING SITES

ADMINISTRATIVE OFFICE

511 CHAMBERS STREET

STEILACOOM, WA 98388

WEBSITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE

511 Chambers Street
Steilacoom, WA 98388

(253) 983-2200

(253) 584-7198 (fax)

Kathi Weight – Superintendent

Gwen Miller – Executive Asst. to Superintendent

CHERRYDALE PRIMARY SCHOOL

1201 Galloway
Steilacoom, WA 98388

(253) 983-2500

(253) 583-8478 (fax)

Ryan Douglas - Principal

Laura Johnson - Office Coordinator

CHLOE CLARK ELEMENTARY SCHOOL

1700 Palisades Blvd
DuPont, WA 98327

(253) 583-7100

(253) 964-0935 (fax)

Loretta Duncan - Principal

DeAnn Thysens- Office Coordinator

SALTAR'S POINT ELEMENTARY SCHOOL

908 Third Street
Steilacoom, WA 98388

(253) 983-2600

(253) 581-9083 (fax)

Alex Clauson - Principal

Barbara Giannetti– Office Coordinator

ANDERSON ISLAND ELEMENTARY SCHOOL

13005 Camus Road
Anderson Island, WA 98303

(253) 884-4901

(253) 884-7835 (fax)

Susan Greer - Principal

Dana Ballou - Secretary

PIONEER MIDDLE SCHOOL

1750 Bob's Hollow Lane
DuPont, WA 98327

(253) 583-7200

(253) 583-7292 (fax)

JoAnne Fernandes- Principal

John Nystrom - Assistant Principal

Claudia Duenas - Office Coordinator

STEILACOOM HIGH SCHOOL

54 Sentinel Drive
Steilacoom, WA 98388

(253) 983-2300

(253) 983-2393 (fax)

Michael Miller - Principal

Jessica Soete - Assistant Principal

Katie Redman - Assistant Principal

Sharon Larson - Office Coordinator

TAB 1 INTRODUCTION

The Steilacoom Historical School District No. 1 (SHSD) has prepared this Capital Facilities Plan (CFP) to assess the facilities needed to accommodate projected student enrollment at acceptable levels of service, as well as a more detailed schedule and financing program for capital improvements, over the next six years (2021-2027). The CFP is intended to be shared with the Town of Steilacoom, the City of DuPont, Pierce County and the greater SHSD community. This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the 2021-2027 planning period;
- The new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, the school impact fee calculations based on the capacity projects necessary to address growth needs.

Residential development has historically preceded any school construction and has never progressed in an orderly and coordinated manner. Selection of school sites and the construction of schools have generally followed the construction of new homes. This historic process of school construction following residential growth has left a gap between available space and the student population. As a result, schools have commonly become overcrowded. Compounding the situation is the state's historic and consistent underfunding of the State Construction Assistance Program by using construction cost allocations and eligible area estimates that are far below normal and reasonable levels. In addition, the required time to acquire property, design facilities, acquire all necessary permits, and to construct facilities also contributes to overcrowded schools.

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

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

- An inventory of the existing schools, support facilities and properties owned by Steilacoom Historical School District No.1;
- An enrollment history and projection for the 2021-2027 time frame;
- An identification of the District's current "level of service" with respect to capital facilities;
- A forecast of the District's need for new construction, modernization, and new construction-in-lieu-of modernization; and

- A plan that will finance the proposed construction projects within projected funding capacities and clearly identify sources of public money for such purposes. The CFP is designed to support school impact fees authorized by Pierce County, as implemented by Steilacoom Historical School District No. 1 and other municipalities that may collect school impact fees on behalf of the District.

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

TAB 1 DISTRICT STATEMENTS AND CORE VALUES

DISTRICT VISION STATEMENT

“The best education for every student.”

DISTRICT MISSION STATEMENT

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

DISTRICT CORE VALUES

Academics

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

Collaboration

We practice purposeful, professional, student-centered collaboration.

Climate

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

Integrity

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

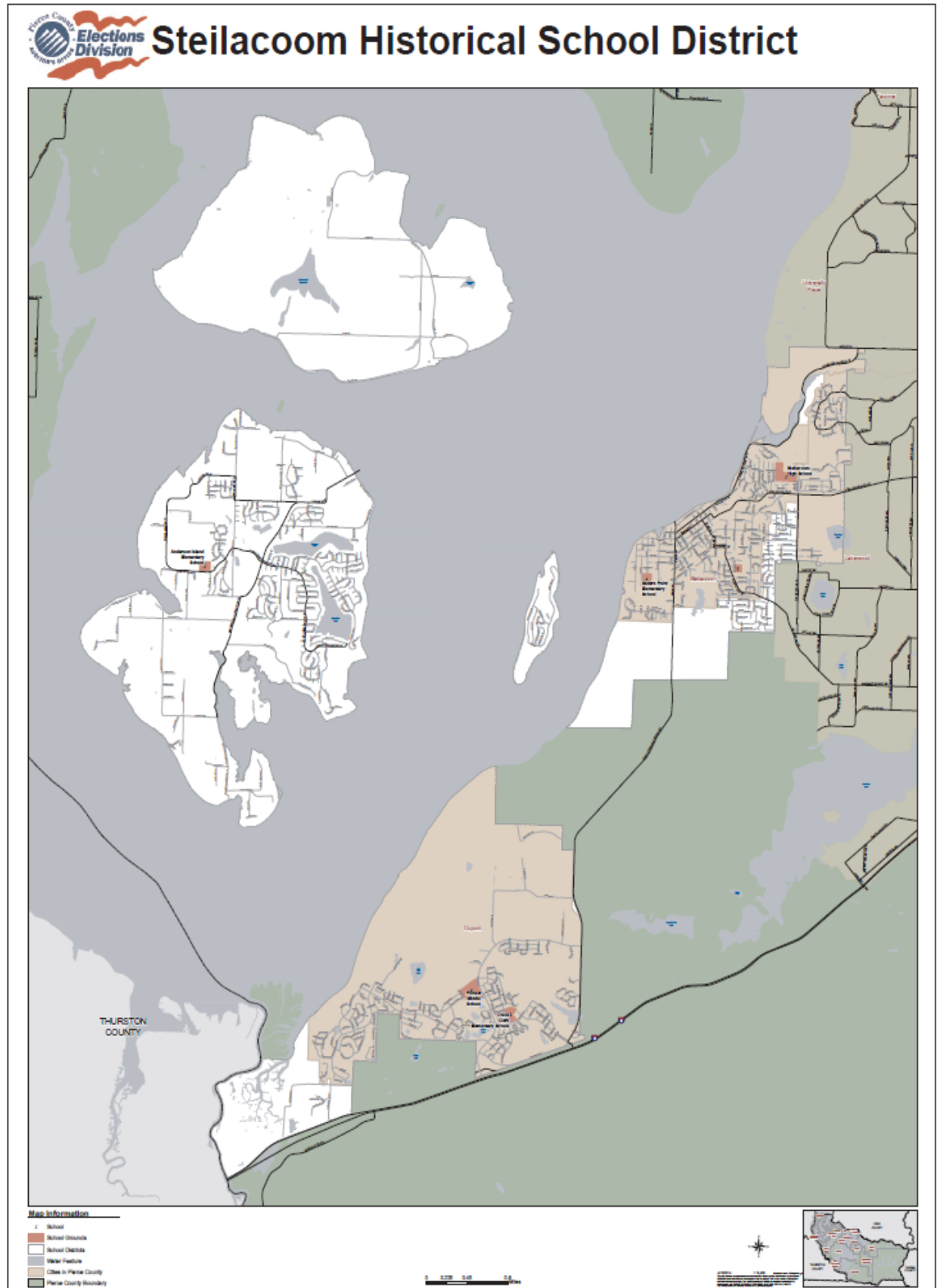
Community

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

Accountability

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

TAB 1 DISTRICT MAP



TAB II LOCATION AND DESCRIPTION OF SCHOOL FACILITIES

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

2017 Steilacoom Historical School District Facility Inventory			
School	Location	Grades	Square Footage
Anderson Island ES	Anderson Island	K-3 and pre-K	5,144
Cherrydale Primary	Steilacoom	K-3 and pre-K	42,083
Saltar's Point ES	Steilacoom	4-5 (all district)	55,235
Chloe Clark ES	DuPont	K-3 and pre-K	59,333
Pioneer Middle School	DuPont	6-8 (all district)	103,128
Steilacoom High School	Steilacoom	9-12 (all district)	133,374
Total Sites - 6		Total Square Footage	

TAB II HISTORY OF FACILITIES

1. School District Building Data

<u>Date</u>	<u>Building</u>	<u>Cost</u>	<u>Location</u>
1851	Log Building	Unknown	Main & Commercial
1858	First Public School	\$450	Starling & Frederick
		Contributions/Partial Payment	
1892	Second Public School	\$10,000.00	Chambers & Sequash
1916-17	Third Public School	\$15,000.00	Chambers & Sequash
1952	All Purpose School	\$133,953.00	Chambers & Nisqually
1962	Cherrydale School	\$183,597.00	Galloway and C
1966	Cherrydale Addition	\$175,646.00	Galloway and C
1968	Pioneer Addition	\$405,422.00	Chambers & Nisqually
1969	Silver Beach Site	\$42,000.00	SOLD
1972	Saltar's Point School	\$605,860.00	Third & Beech
1976	Oakbrook Site	\$42,500.00	SOLD
	Consolidation with Anderson Island and DuPont School Districts		
1979	Acquisition of Laughbon Jr./Sr. High School; Anderson Island and Harriet Taylor schools		
1981	Steilacoom High School	\$12 million	Sentinel Drive
1986	District Office	\$100,000	Steilacoom, WA
2000	Chloe Clark Elementary	\$1.7 million	Palisade Boulevard
2006	Chloe Clark Elementary	\$6.0 million	DuPont, WA
	School Addition/Modernization		
2007	Anderson Island Elementary	\$951,460	Anderson Island, WA
	New Multipurpose Room		
2008	New Pioneer Middle School	\$34.0 million	DuPont, WA
2008-2009	Steilacoom HS Addition	\$27.0 million	Steilacoom, WA
	/Modernization		
2011	Pioneer Middle School	\$461,967	DuPont, WA
	Classroom Air Conditioning		
2012	Saltar's Point Modular	\$724,000	Steilacoom, WA
	Classrooms		
2015	Remodel of SHS Classrooms	\$710,972	Steilacoom, WA
2021	Maintenance Site Acquisition	\$700,000	Steilacoom, WA

2. Land/Parcel Holdings and Disposition

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

The Board surplused and sold the 5.3 acre site in 2020.

The remaining 14.71 acre site in DuPont was intended to serve as the location for a planned new school. The Board declared this property surplus and entered into a purchase and sale agreement to sell this property contingent on acquisition of a suitable elementary school site in DuPont. Negotiations continue on a purchase and sale agreement for a 10 acre site on McNeil Street in DuPont.

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

In 2010, the District purchased tax parcel identification No. 761500022 located immediately directly north of Steilacoom High School - a 13.5 acre parcel. In November 2013, the board passed Resolution 810-11-13-13 to approve the surplus of 3.77 acre portion of that site, and it remains for sale. It is the intent of the District to utilize a portion of this site for a future addition to the high school, additional parking and athletic fields. The timing of this expansion is subject to future Board consideration.

In 2014, the Board surplused 2.76 acres of property located on Chambers Street, in Steilacoom, commonly known as "Chambers Field" (Tax Parcel Identification No. 66555200311). Chambers Field is located directly behind the District's existing bus garage at Sequalish Street. The property is for sale.

In October 2021, the Board surplused 0.7 acres on Sequalish Street, where the District's bus garage and parking lot is located. The District intends to sell this property in conjunction with Chambers Field.

3. History of Capital Facility Planning and Construction

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

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

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

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

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

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

The 2005 bond projects included:

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

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

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

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

In the fall of 2016, the Board of Directors discussed the development of a comprehensive facility improvement plan for the District. It adopted a community based process that included

board presentations, listening sessions, and a community based committee. The committee provided a set of recommendations to the Board of Directors in October 2018 and finalized their recommendations in November of 2018. The committee recommendations included:

- Increasing facility capacity at each school level,
- Construction of a maintenance/transportation facility, and
- Special program spaces to meet the needs of students and the community.

4. Future Capital Facility Plans

The District's projected enrollment growth will continue to be focused at the elementary level but also with some growth at the secondary level. The District began implementation of class size reduction, as reflected in the standard of service in this Capital Facilities Plan, and expects to make further adjustments in future updates to the Capital Facilities Plans. Elementary schools are also impacted by increased special education needs, increases in other programs such as ELL classes, and potential development on Anderson Island.

To meet these capacity needs, the Board envisions the need for another school for K-5 students in DuPont. If a new elementary school is not constructed, the District would need to add additional classrooms at Chloe Clark as an interim planning measure. A new elementary school could be located at the District's 14.71 acres site at Manchester Place in DuPont but this site, while acceptable, is not ideal based on current needs. So, in 2021 the Board surplused the property and entered into a purchase and sale agreement contingent on the district identifying a more ideal elementary school site within DuPont. The district is in negotiations with a property owner at this time, and if agreement is reached – the new site will be the location of the next elementary school.

Subject to voter approval, the District intends to construct this school during the six year planning period of this Capital Facilities Plan.

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

The Board of Directors expressed the need to build a facility to house maintenance staff and equipment for the District. With the sale of the 5.3 acre parcel on International Place in DuPont, the District purchased the former public works building from the Town of Steilacoom and design has started for an expanded maintenance facility on multiple parcels on Diggs Street. Construction is expected to be completed in Spring 2022.

The District's 2005 Capital Improvement Program and the approved conditional use permit for Steilacoom High School provided for the addition of four classrooms. The project was completed in January of 2015. It is the intent of the District to consider using a portion of the 13.50 acre parcel directly north of Steilacoom High School for a future addition to the high school, additional parking and athletic fields. At Pioneer Middle School, four additional classrooms can be added, but a separate conditional use permit will be required before any construction. These classrooms could accommodate up to 125 additional students at the middle and high school levels.

The District will also consider other alternatives to address enrollment growth including but not limited to adding modular classrooms at existing schools within the District.

TAB II PARCEL SUMMARY BY LOCATION

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

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

School/Facility/Parcel Description	Address City	Pierce County Tax ID parcel #	Approximate acreage	Notes
Steilacoom High School	54 Sentinel Steilacoom	7615000681	32.50	With two easements from DSHS. 13.50 acres were purchased north of the HS in late 2010
Pioneer Middle School	1750 Bob's Hollow Lane DuPont	0119263011	20.00	
Old Pioneer Middle School Site	511 Chambers Steilacoom	2305000600	3.26	Converted into administrative building in 2014
Bus Barn and Upper Field	710 Chambers Steilacoom	6655200311 6655200161	2.76 .76	Currently for sale
Saltar's Point Elementary School	908 3 rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Cherrydale Primary School	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011; parcel 0219052047 was sold in 2012
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Camas Rd Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office Annex	510 Chambers St Steilacoom	2305000651	0.20	
Vacant Undeveloped Parcel	Sentinel Drive Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Williamson Place DuPont	3001000010- 3001000050	14.71	Purchased in 2012
Maintenance Facility	Diggs St, Steilacoom		3.7 Acres	Purchased in 2021

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

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

Using in-school building enrollment figures, the District's elementary school enrollment (grades K-5) grew from 966 students in 2003 to 1,425 students in 2021. During that same period, the Middle School (grades 6-8) student enrollment grew from 529 students to 746 students. Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 903 FTE (headcount of 993 students) in 2021. Fall 2021 enrollment figures showed continued long-term growth at the elementary and secondary levels, though the most current years have been impacted by COVID-19.

The District implemented the following grade configuration model to address actual and projected growth of the elementary school student population:

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

2. ENROLLMENT AND PROJECTIONS

The Washington State Superintendent of Public Instruction (OSPI) provides enrollment projections based on the "Cohort Survival" method. This method of enrollment projection uses historic patterns of student progression by grade level to measure the portion of students moving from one grade level up to the next cohort or grade. This ratio or survival rate is used in conjunction with current birth rates as a base for statewide enrollment projections. The OSPI system is useful, but has obvious inadequacies in representing the unique growth conditions of individual school districts. Historically, OSPI projections in growing school districts tend to underestimate the actual student enrollment growth. Furthermore, the OSPI projections do not wholly anticipate new students from new development within the District. As such, the OSPI projections are considered conservative. In addition, recent enrollment anomalies due to the COVID-19 pandemic make the OSPI projections fairly unreliable for predicting near-term future enrollment growth.

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

The District is using a modified cohort survival projection for purposes of this Capital Facilities Plan. The cohort projection was prepared by a consultant and considers historic growth trends, future building plans and availability, birth rates, as well as economic and various other factors that contribute to overall population growth. The modified cohort survival rates provide projections that balance between achieving recency and stability.

The cohort projection does not factor in the COVID 19 related enrollment decrease that the Steilacoom Historical School District experienced for the 2020-21 school year and fall of the 2021-22 school year. Most school districts in the Puget Sound area and across the state experienced enrollment decreases recently with remote learning and uncertainties related to school instruction. The SHSD enrollment decrease in 2020-21 was larger on a percentage basis than many other local school districts. While the District does not expect this to be an ongoing enrollment trend, and expects enrollments to rebound to historical trend levels once the COVID 19 event is behind us. However, it may take an additional year for enrollment and the associated increases in student population to return to the prior trend. Because the District updates this CFP on an annual basis, adjustments will be made annually as needed if COVID 19 assumptions are incorrect.

The following tables provide the District's historical enrollment data and the projections by grade level through the 2026-27 school year.

HISTORICAL STUDENT ENROLLMENT 2006-2020
ACTUAL HEADCOUNT ENROLLMENTS ON OCTOBER 1st*

GRADES	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
K**	220	204	224	206	217	244	255	212	237	233	247	238	248	199	232
1 st Grade	192	235	232	224	223	231	234	256	223	263	242	245	269	238	222
2 nd Grade	211	199	238	240	255	234	214	229	271	215	256	237	261	253	237
3 rd Grade	196	231	211	241	242	249	227	207	243	267	220	258	248	236	249
4 th Grade	226	216	226	214	257	263	238	196	206	219	264	226	248	228	225
5 th Grade	206	236	219	234	244	246	264	252	208	216	228	262	223	221	224
6 th Grade	178	244	240	221	253	241	265	268	269	247	239	239	299	230	233
7 th Grade	200	194	242	227	238	261	236	247	277	280	242	249	247	273	231
8 th Grade	174	218	203	227	248	230	266	228	253	280	277	231	261	242	256
9 th Grade	202	199	232	205	242	226	224	247	231	255	278	291	232	240	231
10 th Grade	194	188	210	223	201	225	221	217	258	231	262	268	298	222	244
11 th Grade	152	197	187	219	223	204	226	212	215	238	173	231	251	245	193
12 th Grade	127	119	160	159	179	189	190	208	200	196	190	162	193	218	219
Total Enrollment	2,478	2,680	2,824	2,840	3,022	3,043	3,060	2,979	3,091	3,140	3,118	3,137	3,278	3,045	2,996

*Reflects in-person instruction only except for 2020 COVID 19 Remote Learning enrollment.

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

ENROLLMENT HEADCOUNT BY GRADE SPAN

Enrollment by Grade Span	Oct. 2020*	Oct. 2021*	Projected Enrollment 2021-22	Projected Enrollment 2022-23	Projected Enrollment 2023-24	Projected Enrollment 2024-25	Projected Enrollment 2025-26	Projected Enrollment 2026-27
Primary Elementary (K-3)	926	940	1,144	1,143	1,135	1,139	1,112	1,109
Intermediate Elementary (4-5)	449	449	527	553	555	535	553	572
Middle School (6-8)	745	720	893	862	894	905	926	913
High School (9-12)	925	887	1,099	1,120	1,148	1,179	1,205	1,194
TOTAL	3,045	2,996	3,663	3,678	3,732	3,758	3,796	3,788

Source: BERK 2020 Demographic Report (complete report on file with District)

*Actual October 2020 and October 2021 Enrollment (see discussion on p. 16 regarding the impact of COVID-19 on enrollment).

TAB IV LEVEL OF SERVICE

1. INTRODUCTION

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

2. DEFINITION

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

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. For example, State requirements related to full day kindergarten and reduced class sizes impact the level of service. In addition, traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education – resource and self-contained, special education 18-21 year old transitional program, English Language Learner (ELL), Title I, Learning Assistance Program (LAP), music education, highly capable, special education preschool, computer labs, career and technical education, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. For example, the District currently has approximately 400 students (approximately 12% of its total student population) participating in Special Education Programs.

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

District educational program standards will undoubtedly change in the future as a result of changes in special programs, class sizes, grade span configurations, use of new technology, and other physical aspects of the school facilities. The school space inventory will be reviewed

periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District does not consider portables as being ideal instructional space for students and/or staff members. By design, portable classrooms separate their occupants from the rest of a school's student body and/or staff members. In addition, the increased enrollments that portables afford may exceed the optimal size of the "core" facilities of the permanent building(s); such spaces as the gymnasium, the library, the restrooms, the main office, and the food service facilities.

3. SUMMARY

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

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

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

The District has adopted a traditional calendar beginning in late August or early September (prior to Labor Day) and ending in mid-June, and a traditional daily schedule with academic classes beginning in the early morning (between 7:35 a.m. and 9:05 a.m.) and ending 6.5 hours after the start time. Although the District continues to study alternate organizations, calendars, and schedules, the District believes the adopted organization is educationally sound and reflects community values.

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

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

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

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

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

Facility	Area (SF)	Teaching Stations**	Existing Capacity (Based on Service Standards)	Actual October 2021 Enrollment	Projected 2026/27 Enrollment
Steilacoom High School	133,374	41	1,025	887	1,194
Pioneer Middle School	103,128	31	775	720	913
Saltar's Point Elementary*	55,235	17	340	450	572
Anderson Island Elementary	11,366	2	40	22	13
Cherrydale Primary	42,083	17	340	367	449
Chloe Clark Elementary	59,333	26	520	550	647
Total Elementary			1,220		1,681
Total Secondary			1,800		2,107

*Does not include modular classroom capacity.

**Regular classroom use only.

School District Cost Per Student*

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

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

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

Elementary Student	\$23,070
Middle School Student	\$46,508
High School Student	\$30,465

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

TAB V THE DISTRICT'S CONSTRUCTION PLAN

1. INTRODUCTION

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

In late 2016, the district began a planning process with a Capital Facilities Advisory Committee made up of community members, staff, district officials, students, Town of Steilacoom and City of DuPont representatives. The Committee began their work in 2018. The purpose of the Steilacoom Historical School District's Facilities Advisory Committee (FAC) was:

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

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

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

2. THE NEW CONSTRUCTION PROGRAM

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

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

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

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

To address capacity needs, the District plans to construct a new elementary school in the City of DuPont. The District is in early planning stages for this school but expects that it will be available for occupancy by 2025. The District's voters will need to approve a bond measure to fund the construction of this school. The District may also consider adding capacity at Cherrydale Primary School and Pioneer Middle School. In addition, the District plans to address enrollment capacity, make field improvements, and enhance other district facilities for curricular and co-curricular programs at Steilacoom High School.

3. SUMMARY

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

Currently, Saltar's Point Elementary, Chloe Clark Elementary and Cherrydale Primary are all over capacity based on Service Standards (see page 22). We also expect Pioneer Middle School would be over capacity if COVID-19 protocols would not have required remote learning during the 2020-21 and 2021-22 school years.

To address projected long term growth in the District, the District plans to construct a new elementary school in DuPont and may add capacity at Cherrydale Primary School, Pioneer Middle School, and Steilacoom High School, all within the six year planning period of this Capital Facilities Plan. The District may also add portable facilities as needed to provide interim capacity at all grade levels.

TAB VI THE DISTRICT'S FINANCE PLAN

1. INTRODUCTION

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

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

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

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

2. COST FACTORS

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

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

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

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

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

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

3. FUNDING SOURCES

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

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

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

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

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

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

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

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), , has determined that Steilacoom School District's 2021 funding assistance ratio is 53.48% for those expenses that are defined as eligible for state funding assistance. However, the District's planned capacity project included in this six-year plan, a new elementary school, will not qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation. The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2021 was \$238.22 per square foot.

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

A= eligible area (determined by OSPI's student square footage allowances)

B= The Construction Cost Allocation (in dollars per square foot)

C= A school district's applicable state funding assistance rate

D= the amount of state fiscal assistance to which a district will be entitled. Qualification for state matching funds involves an application process. Districts may submit information for consideration by the State Board of Education, which meets once every two months during the year. Once approved, the district qualifies for matching funds in a sequence, which recognizes the existing approvals of previous submittals. Failure of a school district to proceed with a project in a timely manner can result in loss of a district's "place in line".

New construction projects are eligible for a state reimbursement at 100% of the Construction Cost Allocation for matchable construction costs. In addition, state statute provides that modernization of new-in-lieu-of replacement projects are eligible for state reimbursement at 100% of the Construction Cost Allocation.

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

As noted in WAC 392-343-057, in the event that state matching monies are not available to fund a specific school project, then school districts may proceed at their own financial risk. At such time state monies do become available, reimbursement will be made to the district for the state's share of said project.

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

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

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

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

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

For purposes of this year’s CFP, the District is relying on a 2021 student generation rate study prepared by an independent consultant. The District has, in previous updates to its Capital Facilities Plan, used student factors from nearby school districts where the sample size of development within the District has not been adequate to produce a reliable District-specific student factor. The District will revisit student generation rates in future updates to the Capital Facilities Plan.

The Student Factors are as follows:

Single Family Dwelling Units:

Elementary – K through 5:	.147
Middle School – 6 through 8:	.052
High School – 9 through 12:	.108

Total: .307

Multi-Family Dwelling Units:

Elementary – K through 5:	.060
Middle School – 6 through 8:	.017
High School – 9 through 12:	.023

Total: .100

Source: BERK (2021 study on file with District).

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

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

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

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

Enclosures 1 through 2 to this tab include the District's 2021 impact fee calculations and data.

5. THE DISTRICT FUNDING PLAN

The District's Funding Plan is designed to identify the specific funding resources, the amounts of funding needed and the unique relationships that exist between funding sources for each of the capital projects set forth in the District's Construction Plan. The District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the new elementary school will cost approximately \$27,000,000 (hard construction costs only). The District's voters will need to approve a bond measure to fund construction of the new school. Impact fee revenue will also be used to fund the planning and construction of any new school or additions to existing schools identified as growth related projects. Impact fees may also be used to fund portable facilities needed for interim growth-related capacity.

The District's excess assessed value is \$4,554,498,906 for the 2022 Levy Year.

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

Steilacoom Historical School District Six Year Capital Facilities Plan						
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Maintenance Facility	\$ 1,300,000					
Small Works Projects	\$ 1,035,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000
District Safety and Security	\$ 125,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Asset Preservation	\$ 100,000		\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Technology System		\$ 200,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Community Enhancement Projects			\$ 200,000	\$ 225,000	\$ 250,000	\$ 250,000
New Elementary School	\$ 7,100,000	\$ 500,000	\$ 11,000,000	\$ 15,000,000	\$ 3,000,000	\$ -
Elementary Upgrades	\$ 15,000				\$ 2,500,000	\$ 2,500,000
High School Program Project	\$ 100,000		\$ 2,500,000	\$ 2,500,000		
High School Capacity/Facility Projects	\$ 265,000				\$ 10,000,000	\$ 5,000,000
Middle School Capacity /Program					\$ 5,000,000	\$ 5,000,000
Total Costs	\$ 10,040,000	\$ 1,100,000	\$ 15,350,000	\$ 19,375,000	\$ 22,400,000	\$ 14,800,000
Beginning Balance	\$ 5,452,744	\$ 4,632,744	\$ 3,637,744	\$ 24,292,744	\$ 4,937,744	\$ 22,557,744
Fund Balance						
Property Sale	\$ 8,000,000					
GF Transfer	\$ 1,050,000	\$ 100,000				
Impact Fees	\$ 170,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000
Bond Proceeds			\$ 36,000,000		\$ 40,000,000	
Total Resources	\$ 9,220,000	\$ 105,000	\$ 36,005,000	\$ 20,000	\$ 40,020,000	\$ 20,000
Ending Balance	\$ 4,632,744	\$ 3,637,744	\$ 24,292,744	\$ 4,937,744	\$ 22,557,744	\$ 7,777,744

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

Student Factors-Single/Multi-Family

Elementary	.147/.060
Middle School	.052/.017
High School	.108/.023

Temporary Facilities Costs

Elementary
Middle School
High School

Student Capacity Per Facility

Elementary	475
Middle School	600
High School	1,200

Permanent/Temporary Square Footage

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

Site Acreage Site

Elementary	10 acres
Middle School	25 acres
High School	40 acres

State Funding Assistance

Rate: 53.48% (currently not eligible)

Construction Cost Allocation \$238.22

Site Cost per Acre

Elementary	\$480,000
Middle School	\$480,000
High School	\$480,000

Gen. Obligation Bond Interest Rate

Current Bond Buyer Index 2.26%

New Facility Construction Cost

Elementary (475) \$27,000,000

District Debt Service Tax Rate

Current \$/1,000 \$2.24

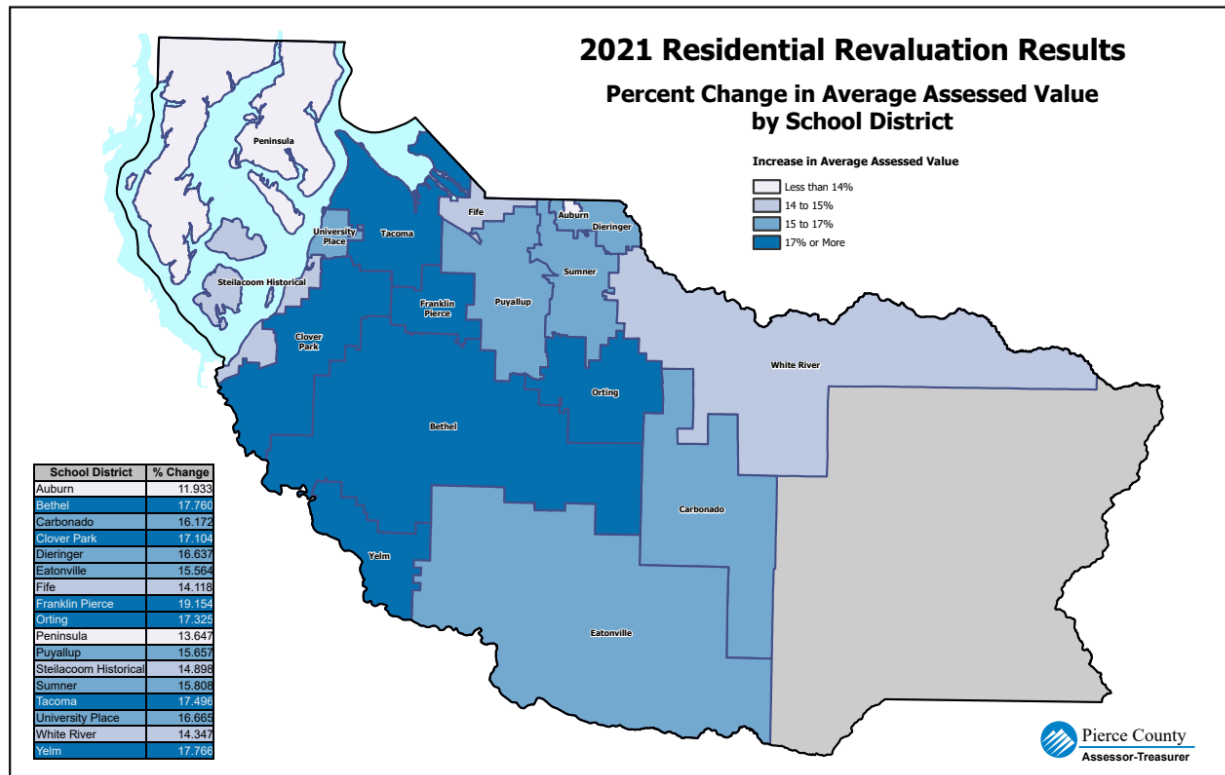
SPI Square Footage per Student

Elementary (K-5)	90
Middle School (6-8)	108
High School (9-12)	130
Special Education	144

Average Assessed Value

Single Fam. Res.	\$458,411
Multi-Family Res.	\$198,039
P.C. Assessor-Treasurer	

Average Assessed Value Percentage Changes by School District



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

STEILACOOM HISTORICAL SCHOOL DISTRICT							
SCHOOL IMPACT FEE CALCULATION							
2021							
School Site Acquisition Cost:							
(((AcresxCost per Acre)/Facility Capacity)xStudent Factor							
	Facility	Cost/	Facility	Student	Student		
	Acreage	Acre	Capacity	SFR	MFR	Cost/	Cost/
Elementary	10.00	\$ 480,000.00	475	0.147	0.060	\$1,485	\$606
Middle	25.00	\$ -	600	0.052	0.017	\$0	\$0
High	40.00		1,200	0.108	0.023	\$0	\$0
					TOTAL	\$1,485	\$606
School Construction Cost:							
(((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)							
	%Perm/	Facility	Facility	Student	Student		
	Total Sq.Ft.	Cost	Capacity	SFR	MFR	Cost/	Cost/
Elementary	99.99%	\$ 27,000,000	475	0.147	0.060	\$8,355	\$3,410
Middle	99.99%	\$ -	600	0.052	0.017	\$0	\$0
High	99.99%		1,200	0.108	0.023	\$0	\$0
					TOTAL	\$8,355	\$3,410
Temporary Facility Cost:							
(((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)							
	%Temp/	Facility	Facility	Student	Student	Cost/	Cost/
	Total Sq.Ft.	Cost	Size	SFR	MFR	SFR	MFR
Elementary	0.01%	\$ -	20	0.147	0.060	\$0	\$0
Middle	0.01%	\$ -	25	0.052	0.017	\$0	\$0
High	0.01%	\$ -	25	0.108	0.023	\$0	\$0
					TOTAL	\$0	\$0
State Funding Assistance Credit:							
CCA x OSPI Square Footage x Funding Assistance % x Student Factor							
	Current	OSPI Square	District	Student	Student		
	CCA	Footage	Funding %	SFR	MFR	Cost/	Cost/
Elementary	\$ 238.22	90	0.00%	0.147	0.060	\$0	\$0
Junior	\$ 238.22	108	0.00%	0.052	0.017	\$0	\$0
Sr. High	\$ 238.22	130	0.00%	0.108	0.023	\$0	\$0
					TOTAL	\$0	\$0
Tax Payment Credit:							
						SFR	MFR
Average Assessed Value						\$458,411	\$198,039
Capital Bond Interest Rate						2.26%	2.26%
Net Present Value of Average Dwelling						\$4,062,259	\$1,754,944
Years Amortized						10	10
Property Tax Levy Rate						\$1.93	\$1.93
Present Value of Revenue Stream						\$7,840	\$3,387
Fee Summary:							
				Single	Multi-		
				Family	Family		
Site Acquisition Costs				\$1,485	\$606		
Permanent Facility Cost				\$8,355	\$3,410		
Temporary Facility Cost				\$0	\$0		
State Funding Credit				\$0	\$0		
Tax Payment Credit				(\$7,840)	(\$3,387)		
FEE (AS CALCULATED)				\$2,000	\$629		
REQUIRED LOCAL SHARE ADJUSTMENT				\$1,000	\$315		
(PER ORDINANCE)							
FINAL FEE				\$1,000	\$0		

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

Resolution No. 886-12-08-21 Proclaiming January 2022 as Steilacoom Historical School District Whole Child Month

Strategic Focus Area

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

BACKGROUND INFORMATION

As a school district, we recognize the importance of focusing on the development of the whole child to support all children.

Because the children of SHSD spend many more hours outside of school than in school, they need support from the entire community, including the important community partners who serve our students before and after school. By declaring January as Whole Child Month, SHSD hopes to raise awareness in the general community of the social and emotional needs of students and encourage other organizations, municipalities and agencies to both understand and support those needs of students.

Many of the school districts in Pierce County will also be celebrating Whole Child Month, and a request to the Governor's Office has been submitted to encourage other stakeholders to join our efforts.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to proclaim January 2022 as Whole Child Month and encourage community partner municipalities, agencies and organizations to declare their support for a whole child approach to educating and serving the children of our community.

Report prepared by:

Dr. Kathi Weight, Superintendent

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

Resolution No. 886-12-08-21

**Proclaiming January 2022 as Steilacoom Historical School District
Whole Child Month**

Expressing support for a whole child approach to education and recognizing the role of families, educators, and community members in providing a whole child approach to education for each student.

WHEREAS, each student deserves to be challenged academically, exposed to a comprehensive education that promotes critical thinking and creativity, and prepared for higher education, meaningful employment in our global economy, and lifelong success; and

WHEREAS, every student has the right to be supported in their journey of becoming compassionate and kind by educators who are qualified, caring adults, and have access to personalized learning opportunities; and

WHEREAS, every student has the right to learn about and practice a healthy lifestyle in an environment that is physically and emotionally safe, be empowered to advocate for the social, physical, and mental wellness of themselves and others, take advantage of resources for a healthy well-being, and be hopeful about the future; and

WHEREAS, every student has the right to opportunities to discover their passions, be curious, love learning, be actively engaged in, and connected to, school and the broader community; and

WHEREAS, every student deserves to feel valued, respected, and cared for and upholds social justice and equity concepts and practices mutual respect for individual differences allowing all students to thrive as their authentic self; and

WHEREAS, every student has the right to access in-school and extracurricular community-based programs provide students with experiences relevant to their individual career, civic, and higher education goals.

WHEREAS, every student has the right to attend schools that are safe, inclusive, welcoming, and supportive of their development as critical thinkers who contribute to and collaborate with our global and natural world;

NOW, THEREFORE, be it resolved that the Board of Directors Steilacoom Historical School District declares the month of January 2022 as Steilacoom Historical School District Whole Child Month and encourages community partner municipalities, agencies and organizations to declare their support for a whole child approach to educating and serving the children of our community.

Adopted by a majority of the Board of Directors of Steilacoom Historical School District No. 1
at the Regular Board Meeting held on December 8, 2021.

BOARD OF DIRECTORS

Chair

Director

Director

Director

Director

ATTESTED TO BY:

Secretary, Board of Directors

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

Strategic Focus Area

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

BACKGROUND INFORMATION

Under a new State law, all election departments of county auditors are now required to print and distribute a local voters' pamphlet for all elections.

Each school district is required to prepare an explanatory statement for each ballot proposition, filed with the county elections department by December 10, 2021. The school district attorney who drafts the levy resolution should prepare and/or approve the statement.

School Boards must also formally appoint committees "For" and "Against" the ballot measure. These committees will write the pro/for and con/against statements that will appear in the voters' pamphlet.

We have actively sought "For" and "Against" committees on our website and through social media. If the school board does not appoint committee members, the elections department will seek out and appoint members to serve on the committee. The district must file the appointment of the committees with the elections department by December 10, 2021.

The school district/school board is not involved in preparing or reviewing any "For" and "Against" statements or rebuttals, just the committees.

The School Board officially votes on these committee appointments. Once the School Board appoints, the district must provide the committee members with copies of instructions, specifications, and deadlines for all statements.

Two individuals have expressed interest to the district in being on the For Committee. These individuals are Starlene Enfield from Steilacoom and Patrick Lewis from DuPont. The district did not receive any interest from individuals to be on the Against Committee.

RECOMMENDED ACTION:

Appoint Starlene Enfield and Patrick Lewis to the For Committee and notify the Pierce County Elections department that we were unable to find individuals for the Against Committee.

Report prepared by:
Shawn Lewis, Director of Community Relations and Planning

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

First Reading of Policies 1815, 1825 and 1822

Strategic Focus Area

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

BACKGROUND INFORMATION

WSSDA has recommended the adoption of two new policies (1815 and 1825) and an edit to an existing policy (1822).

Policy 1822-Training and Professional Development for Board Members has been revised to clarify the two types of required training for school board members, which include: Open Government training and Cultural Competency, Equity, Diversity and Inclusion training, as recently established in SB 5044 from the 2021 legislative session.

Policy 1815-Ethical Conduct for School Directors and Policy 1825-Addressing School Director Violations are both new policies WSSDA developed to support school boards in articulation of the core ethical standards and establishing a fair and neutral process for responding if behavior becomes problematic.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to adopt Policy 1815, 1822 and 1825.

Report prepared by:

Dr. Kathi Weight, Superintendent

ETHICAL CONDUCT FOR SCHOOL DIRECTORS

Policy Statement

Each board director has taken an oath of office to support the Constitutions of the United States and Washington state. The Steilacoom Historical School Board and each of its school directors is committed to upholding the oath of office and to ethical behavior.

Ethical behavior is an individual responsibility. Each school director and the board as a whole will base their conduct on these core ethical principles:

Objectivity – School directors must place the public’s interest before any private interest or outside obligation – choices need to be made on the merits.

Selflessness – School directors should not take actions or make decisions in the performance of their position in order to gain financial or other benefits for themselves, their family, or their friends.

Stewardship – School directors should conserve public resources and funds against misuse and abuse.

Transparency – School directors must practice open and accountable government. They should be as open as possible about their decisions and actions, while protecting truly confidential information.

Integrity – School directors should not place themselves under any financial or other obligation to outside individuals or organizations that might inappropriately influence them in the performance of their official duties.

Failure to adhere to these core ethical principles or failure to comply with other policies adopted by the board or the law may result in the school board taking formal censure of the offending school director in accordance with 1825 – Addressing School Board Director Violations.

Cross References:

[Policy 1111](#) - Oath of Office

[Policy 1220](#) - Board Officers and Duties of Board Members

[Policy 1610](#) - Conflicts of Interest

[Policy 5271](#) - Reporting Improper Governmental Action
(Whistleblower Protection)

Management Resources:

[RCW 28A.320.040](#) Bylaws for Board and School Government

RCW 28A.635.050 – Certain Corrupt Practices of School
Officials

RCW 42.20 – Misconduct of Public Officers

Adoption Date: 12.08.21
Steilacoom Historical School District No. 1

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1

BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

First Reading of Policies 1815, 1825 and 1822

Strategic Focus Area

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RECOMMENDED ACTION:

It is the recommendation of the Superintendent to adopt Policy 1815, 1822 and 1825.

Report prepared by:

Dr. Kathi Weight, Superintendent

TRAINING AND DEVELOPMENT FOR BOARD MEMBERS

In keeping with the need for continuing training and development to enhance effective governance, the board encourages the participation of its members at appropriate board conferences, workshops and conventions. Funds for board leadership training and development will be budgeted for on an annual basis.

Required Training for School Board Directors

There are two areas of training required by Washington state:

- Open Government training, and
- Cultural Competency, Equity, Diversity, and Inclusion training

Open Government Training

School board directors must receive Open Government training no later than 90 days after they take their oath of office or assume their duties. They can take the training before they are sworn in or assume their duties of office. School board directors must also receive “refresher” training at intervals of no more than four years, so long as they remain on the school board. Open Government training is available from the Washington Attorney General’s Office (<https://www.atg.wa.gov/opengovernmenttraining.aspx>) and at the annual conference of the Washington State School Directors’ Association.

Cultural Competency, Equity, Diversity and Inclusion Training

Beginning with the 2022 calendar year, each member of a board of directors will complete a governance training program once per term of elected office. If the director is appointed or elected to a first term of office, the director must complete governance training requirements within two years of appointment or certification of the election in which they were elected.

The governance training completed by directors must be aligned with the cultural competency, diversity, equity, and inclusion standards for school director governance developed and provided by the Washington State School Directors’ Association. Per Washington state law, the required training elements for both first and subsequent school director terms are defined by the Washington State School Directors’ Association.

Recommended Professional Development for School Directors

In addition to the required areas of training above, the Steilacoom Historical School District is committed to ongoing professional development both for individual school board directors and the board as whole. Each school board director is a member of the Washington State School Directors’ Association, which provides professional development and resources at its annual conference and through year-round leadership development services for individual school board directors and boards.

School Director Governance Training Program

Except as provided below, beginning with the 2022 calendar year, each member of a board of directors will complete a governance training program once per term of elected office. If the director is appointed or elected to a first term of office, the director must complete a governance training required above within two years of appointment or certification of the election in which they were elected.

~~The governance training completed by directors must be aligned with the standards for school director governance developed and provided by the Washington state school directors' association.~~

Cross References: [1005](#)
 [1731](#)
 [1810](#)
 [1820](#)
 [1805](#)

Key Functions of the Board
Board Member Expenses
Annual Governance Goals and Objectives
Board Self-Assessment
Open Government Trainings

Legal References: ~~SB 5044, Chapter 197, Laws of 2021 Public Schools, Equity, Etc.—
Training~~
~~RCW 28A.345.120 School director governance—Cultural competency, diversity,
equity, and inclusion—Training programs~~

Adoption Date: 2.27.08
Steilacoom Historical School District No. 1
Revised: 8.28.08; 7.28.21; 12.08.21
Reviewed: 4.30.11; 9.1.19

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 BOARD OF DIRECTORS

Board Meeting Date: December 8, 2021

First Reading of Policies 1815, 1825 and 1822

Strategic Focus Area

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

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WSSDA has recommended the adoption of two new policies (1815 and 1825) and an edit to an existing policy (1822).

Policy 1822-Training and Professional Development for Board Members has been revised to clarify the two types of required training for school board members, which include: Open Government training and Cultural Competency, Equity, Diversity and Inclusion training, as recently established in SB 5044 from the 2021 legislative session.

Policy 1815-Ethical Conduct for School Directors and Policy 1825-Addressing School Director Violations are both new policies WSSDA developed to support school boards in articulation of the core ethical standards and establishing a fair and neutral process for responding if behavior becomes problematic.

RECOMMENDED ACTION:

It is the recommendation of the Superintendent to adopt Policy 1815, 1822 and 1825.

Report prepared by:

Dr. Kathi Weight, Superintendent

ADRESSING SCHOOL DIRECTOR VIOLATIONS

Purpose

The Steilacoom Historical School Board and each of its school directors are committed to faithful compliance with the law, provisions of the Board's policies, and exercising good judgment.

Policy Statement

The Board recognizes that failure to deal with deliberate or continuing violations of the law, Board policies, or lapses in good judgment by its school board members risks the loss of community confidence and damages the Board's ability to govern effectively. Therefore, in the event of a Board member's willful and/or continuing violation of law, policy, or judgment the Board will address the issue through the following process, which is intended to escalate only as necessary:

1. Conversation in a private setting between the offending School Director and the Board Chair or another individual School Director, identified by the Board;
2. Discussion in a properly convened executive session between the offending School Director and the full Board;
3. Possible removal of the offending School Director from any leadership or committee positions to which the offending School Director has been appointed or elected to by the Board;
4. Censure of the offending School Director by adopting a resolution in an open meeting as a means of separating the Board's focus and intent from those of the offending School Director.

Cross References:

[Policy 1111](#) - Oath of Office

[Policy 1220](#) - Board Officers and Duties of Board Members

[Policy 1610](#) - Conflicts of Interest

Policy 1815 - Ethical Conduct for School Directors

Legal References:

[RCW 28A.320.040](#) Bylaws for board and school government

[RCW 28A.635.050](#) – Certain corrupt practices of school officials

Adoption Date: 12.08.21

Steilacoom Historical School District No. 1