



Meeting Packet

Steilacoom Historical School District No. 1 Regular Board Meeting

**February 13, 2013
7:00 PM**



Steilacoom Historical School District No. 1 Regular Board Meeting

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

STUDY SESSION: The School Board normally convenes at 6:00 pm just prior to the start of the formal Board meeting, to discuss the Board agenda and to have a brief dinner. No decision making is undertaken. These study sessions are open to the Public; however, food is not provided for the general public.

2/13/2013 7:00 PM

I. CALL TO ORDER

(Vote)

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

II. COMMENTS FROM THE AUDIENCE

(Information)

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

III. RECOGNITION - Aimee Brown, National Board Certification

(Information)

IV. PRESENTATION - Highly Capable Program

(Information)

Presenter: Jaclyn Shope

- HC Presentation 2.pdf

(p. 5)

V. LEGISLATIVE UPDATE

(Information)

Presenter: Don Denning

VI. APPROVAL OF MINUTES

(Vote)

- 1.23.13 Minutes.pdf

(p. 14)

VII. CONSENT AGENDA

(Vote)

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 February 2103 Account Payable.pdf (p. 18)
- Approval of Estimated February 2013 Payroll.pdf (p. 57)
- Approval of Certificated Personnel Report.pdf (p. 58)
- Approval of Classified Personnel Report.pdf (p. 60)
- Approval of Coaching Personnel Report.pdf (p. 62)
- Approval of SHS DECA Trip.pdf (p. 65)

VIII. OLD BUSINESS

1. Second Reading of Policy 5001, Hiring of Retired School Employees (Vote)

Presenter: Kathi Weight

- Policy 5001.pdf (p. 66)

2. Second Reading of Policy 5050, Contracts (Vote)

Presenter: Kathi Weight

- Policy 5050.pdf (p. 69)

3. Saltar's Point Elementary Project Budget (Vote)

Presenter: Bill Fritz

- SPT Elementary Project.pdf (p. 73)

4. Transportation Facility Project Budget (Vote)

Presenter: Bill Fritz

- Transportation Facility Project.pdf (p. 77)
- Transportation Facility Drawings (p. 80)

IX. NEW BUSINESS

1. Approval of 2012-2018 Capital Facilities Plan (Vote)

Presenter: Jean Marc LeRoy

- 2012-2018 Cap Fac Plan - Env Checklist.pdf (p. 81)
- 2012-2018 SHSD Cap Fac Plan-02 08 13 Board Packet.pdf (p. 105)

2. Authority to Enter into Architect Contract-District Admin. Center Construction/Modernization (Vote)

Presenter: Bill Fritz

- Authority to Enter into Architect Contract.pdf (p. 143)

3. District Staffing Plan (Information)

Presenter: Bill Fritz

- Memo re school staffing 2013 spring.pdf (p. 150)

X. COMMENTS FROM THE AUDIENCE (Information)

Members of the audience wishing to comment on specific items on this agenda will be allowed to comment briefly during the Comments From the Audience portion of the agenda. Those wishing to speak will please sign the Speaker List in order to be recognized by the Board. **Please limit your comments to three (3) minutes.** The Board will not entertain comments during any other part of the meeting. Remarks of a negative nature

singling out specific employees, other than the Board or Superintendent, will be heard in executive session following the business meeting. The Board reserves the right to terminate presentations containing personal attacks on individuals.

XI. BOARD COMMUNICATION

(Information)

XII. ANNOUNCEMENTS

(Information)

XIII. EXECUTIVE SESSION

(Executive Session)

per RCW 42.30.140 (4) to discuss Collective Bargaining

(a) Collective

bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the occurrence of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

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

XIV. RETURN TO PUBLIC SESSION

XV. ADJOURNMENT

(Vote)

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



SHSD Highly Capable Program

Second Grade Highlights

- Math: Measurement...
Egg Car Seat Crash Test,
Marble Ramps
- Science: "Where's The
Beach" Simulation...
Students worked to save a
beach-front camp from
erosion



Third Grade Science

- "The Dig"....
Archaeology Simulation



Third Grade Math

- Measurement....
Working with area to find out how many sleeping bags fit in their tent.
- Students created a life-size Yeti!



Fourth Grade Project

- "Acid, Acid Everywhere"....
- Students worked to solve a fictional chemical spill simulation and re-route traffic



Fifth Grade Project

- "Electricity City"...
- Students created plans and then built a recreational facility model. They then wired it for electricity!



Our Current Project



- 2nd~ Party Plan
- 3rd~ Gift Givers
- 4th~ Backyard Getaway
- 5th~ Planning a Trip



Thank You For The
Opportunity!



Steilacoom Historical School District No. 1 Regular Board Meeting 1.23.13 - Meeting Minutes

1/23/2013

I. CALL TO ORDER

Chair Scott called the meeting to order at 7:02 pm.

Pledge of Allegiance - led by Principal Andre Stout.

Call to Order - all Directors and Superintendent Fritz present.

Approval of Agenda - Director Callanan moved to approve the agenda; Director Denning seconded the motion and the motion passed (5/0).

II. COMMENTS FROM THE AUDIENCE

Steilacoom Mayor Ron Lucas presented Board Chair with a check for Cherrydale Woods Parcel C sale agreement. Chair Scott recognized Mayor Lucas and DuPont Councilman Larry Wilcox in attendance.

III. SCHOOL BOARD APPRECIATION

Superintendent Fritz recognized the School Board for the various duties that they perform year round voluntarily. Cherrydale PTA President Eliahalee Cunningham presented gift bags. Chloe Clark Elementary PTA Co-President Kristi Mitchell and student Madeline Mitchell presented "commitments". Anderson Island Principal Weight presented a poster signed by Anderson Island Elementary students. Susanne McCrum, Saltar's Point PTA Vice President recognized each director with a bookmark.

Andre Stout, Pioneer Middle School Principal presented the Board with thank you cards signed by staff and a large poster signed by the student body and presented by students Keegan Boyd Marcus Hampton. Steilacoom High Booster Club Co-presidents Nanette Winkler and Beth Agnew Booster presented directors with stadium seats

Anderson Island, DuPont and Steilacoom communities recognized School Board Directors month by individual proclamations. Supt. Fritz presented each Director a certificate upon which each Director thanked the audience and commented on their desire to serve children.

IV. MATH INTERVENTIONS PRESENTATION

Chloe Clark Principal Gary Yoho introduced teachers Abby Cunningham and Sandra Lee who presented on Math Interventions being used and analyzed in 3rd grade classes at Chloe Clark Elementary comparing and contrasting two different teaching/learning styles.

V. APPROVAL OF MINUTES

Director Winkler made a motion to approve the 1.9.13 regular board meeting minutes;
Director Wong seconded the motion and the motion passed (4/1/0).
Director Callanan made a motion to approve the 1.11.13 special board meeting minutes;
Director Winkler seconded the motion and the motion passed (3/2/0).

VI. LEGISLATIVE UPDATE

Director Denning reported on the second week of Legislative Session. Hearings and meetings have started.

VII. REPORTS - Financial

Executive Director Ball presented on the process, requirements and funding for grants. She also reported on January enrollment and General Fund Balances.

VIII. CONSENT AGENDA

Director Winkler made a motion to approve the Consent Agenda: Director Callanan seconded the motion and the motion passed (5/0).

IX. OLD BUSINESS

1. Energy Efficiency Grant Presentation

Jim Kirschner of TRANE presented the Jobs Now Energy Efficiency Grant requirements and application process of this matching grant project. The Board discussed which elements would be included in the application.

2. Approval of Resolution 791-01-23-13, Energy Efficiency Grant, Round 2

Executive Director Ball recommended approving the resolution to move forward with the grant application Director Winkler move to approve resolution 791-01-23-13; Director Denning second the motion and the passed (5/0) motion.

X. NEW BUSINESS

1. First Reading of Policy 5001, Hiring of Retired School Employees

ED Weight recommended minor editing due to state law. Director Winkler made a motion to move the policy to a second reading. Director Denning seconded the motion and the motion passed (5/0).

2. First Reading of Policy 5050, Contracts

ED Weight recommended revisions to the policy. Director Winkler made a motion to move the policy to a second reading; Director Callanan seconded the motion and the motion passed (5/0).

3. Mid-year Special Board Meeting

Superintendent Fritz recommended a mid-year working session special board meeting to review goals, etc. for March 2013. Supt. Fritz and Chair Scott will get together to explore facilitators and dates in late March.

4. Revision of 2012-13 School Year Calendar

Superintendent Fritz stated that March 13 is a high school testing date and a scheduled ACE day for our district. The state requires the day be a full school day. The recommendation is to change the school calendar to March 13 as a regular full day instead of an ACE day. Communication will be done via website, email, press releases, etc. Director Denning move to accept the recommendation to modify the 2012-13 school year calendar; Director Wong seconded the motion and the motion passed (5/0).

XI. COMMENTS FROM THE AUDIENCE

No comments.

XII. BOARD COMMUNICATION

Several Directors received communications that were forwarded on to Mr. Fritz for action.

XIII. ANNOUNCEMENTS

Supt. Fritz stated that tomorrow Principals Jan McCrimmon, Brian Hanson, teacher Bob Mize, Chair Scott and Supt. Fritz will represent the high school at a School of Distinction reception and awards ceremony at the Puget Sound ESD. Directors noted the strong performance of SHS alumni now attending colleges.

Supt. Fritz attended the high school drama performance and several Martin Luther King Assemblies. Director Callanan thanked students for their attendance.

Chair Scott and Director Denning noted swimming and wrestling recognizing senior athletes were held this week.

XIV. ADJOURNMENT

Director Denning made a motion to adjourn the meeting at 8:34 pm; Director Callanan seconded the motion and the motion passed (5/0).

(Secretary/Superintendent)

(Chair)

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$5,095.86. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400996 through 401003, totaling \$5,095.86

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400996	BOUND TO STAY BOUND	02/08/2013	809191	S.P. Bound to Stay Bound Books, Inc. - Library books	4041213004	1,542.07	1,542.07
400997	BYRNE, JOSEPH MICHAEL	02/08/2013	TROPHIE REIMB	girls basketball trophies--do not fax	4051213035	106.82	106.82
400998	CASCADE BAGEL & DELI, INC	02/08/2013	120714	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	155.10
			120735	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120770	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120795	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120824	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
400999	FIRCREST SWIM SHOP	02/08/2013	10336	SWIM CAPS FOR BOYS SWIM AND DIVE	4061213165	601.70	601.70
401000	FIRST STUDENT INC	02/08/2013	10768620-ASB		0	240.44	240.44
401001	FROMUTH	02/08/2013	700066	TENNIS TAPE, BALL, CHARGER	4061213181	1,848.54	1,848.54

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
401002	HALFON CANDY COMPANY	02/08/2013	486632	TANKS, SKIRTS OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000 FOR STUDENT STORE	4061213178	476.69	476.69
401003	NORTHWEST CASCADE INC	02/08/2013	1-603710	OPEN PO FOR THE 2012-2013 SCHOOL YEAR NOT TO EXCEED \$1,000.00	4061213056	124.50	124.50
8	Computer			Check(s) For a Total of			5,095.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	5,095.86
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	5,095.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,095.86

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As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$153,122.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111424 through 111448, totaling \$153,122.00

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111424	CAREER STAFF UNLMTD- SEATTLE	02/08/2013	28427-160661	Open PO for contracted staff services for the 2012 - 2013 school year.	91213040	3,756.00	3,756.00
111425	CARTRIDGE WORLD	02/08/2013	27661	Cartridge World open PO; limit \$500.00	2371213025	120.32	120.32
111426	CENTURYLINK	02/08/2013	206-Z250055467B	OPEN PO FOR POHNE SERVICES	81213078	2,551.77	2,551.77
111427	FERRELL GAS	02/08/2013	87822740	SHS OPEN PO TO FERRELL GAS FOR PROPANE FOR HORTICULTURE. DO NOT EXCEED \$1,500.00	141213043	504.63	504.63
111428	FIRST STUDENT INC	02/08/2013	10768620	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	80,490.09	78,563.24
			10768620-CREDIT	OPEN PO FOR BUS CHARGES. DO NOT FAX PO.	81213057	-1,926.85	
111429	HAROLD LEMAY ENTERPRISES	02/08/2013	3521014	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	411.44	3,419.23
			3521101	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	293.11	
			3521112	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT	81213052	1,474.31	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			3521167	FAX PO. OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	417.20	
			3521308	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	784.86	
			3522282	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	38.31	
111430	HARRIS, MARCIA E	02/08/2013	DEC/12-1/24/13 SERV	OPEN PO FOR MARCIA HARRIS	81213029	4,360.30	4,360.30
111431	K & L GATES	02/08/2013	2709643	PROFESSIONAL LAWYER SERVICES FOR THE 12/13 SY. DO NOT FAX	81213094	10,672.55	10,672.55
111432	KING COUNTY DIRECTORS ASSN	02/08/2013	3653126	workroom supply order	1461213041	53.43	53.43
111433	LEMAY MOBILE SHREDDING	02/08/2013	3542077	DISTRICT WIDE SHREDDING OPEN PO. DO NOT FAX	81213079	50.00	100.00
			3542082	DISTRICT WIDE SHREDDING OPEN PO. DO NOT FAX	81213079	50.00	
111434	LOWES	02/08/2013	917013	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	-63.16	105.59
			917014	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	161.19	
			943760	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213028	7.56	
111435	MILLER, MICHAEL J	02/08/2013	MILEAGE REIMB	MILEAGE REIMBURSEMENT FOR MASTER SCHEDULE BUILDING WORKSHOP IN SPOKANE 1/28-1/30/13	0	348.85	348.85
111436	OFFICE DEPOT	02/08/2013	641327071001	Office Supplies for District	81213147	97.36	152.29
			641776299001	Office Supplies for District	81213147	54.93	
111437	PBS DISTRIBUTION, LLC	02/08/2013	800094544	SCIENCE ADOPTION PBS ONLINE - 6TH GRADE	181213023	44.01	44.01
111438	PIERCE COUNTY REFUSE	02/08/2013	3515490	OPEN PO FOR	81213056	149.38	154.91

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GARBAGE AND RECYCLING. DO NOT FAX PO.			
			3517242	OPEN PO FOR	81213056	5.53	
				GARBAGE AND RECYCLING. DO NOT FAX PO.			
111439	PUGET SOUND ENERGY	02/08/2013	3326561002	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	11,369.73	26,519.25
			9301099744	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	15,149.52	
111440	STEILACOOM SCHOOL DISTRICT	02/08/2013	REV TRACK DEC/12	REV TRACK FEES TO BE REIMBURSED BACK INTO THE GENERAL FUND. DO NOT FAX	81213121	492.93	492.93
111441	STEILACOOM HISTORICAL S.D.	02/08/2013	PETTY CASH REIMB		0	154.04	154.04
111442	TANNER ELECTRIC	02/08/2013	72131000	ELECTRIC CHARGES FOR ANDERSON ISLAND FOR THE 12/13 SY. DO NOT FAX.	81213108	692.42	692.42
111443	TERI YOSHIKAWA	02/08/2013	203	Open P.O. for Teri Yoshikawa for the 2012-2013 School Year.	91213030	1,656.00	1,656.00
111444	TOWN OF STEILACOOM	02/08/2013	01007270	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	2,318.27	14,268.35
			0400360.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	468.73	
			0400361.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	1,200.75	
			0401690.1	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	236.64	
			0401692.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	143.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			0500010.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	380.70	
			0500020.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	1,002.43	
			0500025.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	440.71	
			0500030.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	632.72	
			0500040.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	95.32	
			0801800.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	138.37	
			0801810.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	7,210.03	
111445	TRUSTEED PLANS SERVICE CORP	02/08/2013	0068591-IN	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	1,693.37	3,447.50
			0068698-IN	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	1,754.13	
111446	USA MOBILITY WIRELESS INC	02/08/2013	W3661889B	OPEN PO FOR PAGERS FOR MAIN DEPARTMENT. DO NOT FAX.	81213123	56.60	56.60
111447	WELLS FARGO FINAN LEASING INC	02/08/2013	6765812755	OPEN PO FOR COPIER AT CHERRYDALE. DO NOT FAX	81213081	612.01	612.01
111448	WHITHAM, LAUREN ELIZABETH	02/08/2013	MIL REIMB12/3-1/31	IN DISTRICT MILEAGE TRAVEL FOR 12/3-1/31/2013	0	315.78	315.78

25

Computer

Check(s) For a Total of

153,122.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	25	Computer	Checks For a Total of	153,122.00
Total For	25	Manual, Wire Tran, ACH & Computer	Checks	153,122.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	153,122.00

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As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$6,298.32. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400984 through 400995, totaling \$6,298.32

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400984	BSN SPORTS INC.	02/04/2013	95127868	2 STACK SHOULDER PACK RACK	4061213173	191.45	191.45
400985	CASCADE BAGEL & DELI, INC	02/04/2013	120433	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	279.18
			120451	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120477	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120523	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120524	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120591	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120615	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED \$3,000.00	4061213183	31.02	
			120633	OPEN PO FOR 2013 SCHOOL YEAR NOT TO EXCEED	4061213183	31.02	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				\$3,000.00			
			120657	OPEN PO FOR 2013	4061213183	31.02	
				SCHOOL YEAR NOT			
				TO EXCEED			
				\$3,000.00			
400986	NASC/NASSP	02/04/2013	RENEWAL	NATIONAL	4061213186	95.00	95.00
				ASSOCIATION OF			
				STUDENT COUNCILS			
				2012-2013 SCHOOL			
				YEAR DO NOT			
				FAX-INVOICE			
				ATTACHED			
400987	PACIFIC WELDING	02/04/2013	01112604	OPEN PO FOR	4061213034	165.69	165.69
				STUDENT			
				STORE-HELIUM TANK			
				NOT TO EXCEED			
				\$500.00			
400988	POS SYSTEMS GROUP INC	02/04/2013	36999565	POS SYSTEM	4061213166	2,051.00	2,051.00
				UPGRADE FOR THE			
				STUDENT STORE			
400989	RADIO PARTIES	02/04/2013	WINTER FORMAL	DANCE DJ FOR	4061213187	495.00	495.00
				WINTER FORMAL FEB			
				2, 2013			
400990	RIVER RIDGE HIGH SCHOOL	02/04/2013	JV INVITATIONAL	RIVER RIDGE JV	4061213182	156.00	156.00
				WRESTLING			
				TOURNAMENT -			
				DECEMBER 10, 2012			
400991	STEILACOOM H.S. BOOSTER CLUB	02/04/2013	003	FOOTBALL TICKET	4061213185	500.00	500.00
				SALES			
400992	SUPLAY WRESTLERS WORLD	02/04/2013	SI-226018	wrestling mat	4051213028	201.53	201.53
				tape			
400993	WASHINGTON DECA	02/04/2013	01137113	REGISTRATION FEE	4061213189	1,668.54	1,668.54
				- STUDENTS HOTEL			
				ROOMS - 2 NIGHTS			
				AND T-SHIRTS			
400994	WINNING SEASON	02/04/2013	M2012352	T-SHIRTS FOR	4061213147	394.93	394.93
				YOUTH CAMP DO			
				NOT FAX INVOICE			
				ATTACHED			
400995	WSMC REGIONAL	02/04/2013	PRE-REG H.S. CONTEST	PRE-REGISTRATION	4061213200	100.00	100.00
				FOR WSMC REGIONAL			
				HIGH SCHOOL			
				CONTEST			
			12	Computer	Check(s) For a Total of		6,298.32

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	12	Computer	Checks For a Total of	6,298.32
Total For	12	Manual, Wire Tran, ACH & Computer	Checks	6,298.32
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,298.32

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$25,727.68. The payments are further identified in this document.

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

Warrant Numbers 111390 through 111415, totaling \$25,727.68

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111390	BATTERIES PLUS	02/04/2013	245-281492	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213002	21.86	21.86
111391	BUILDERS HARDWARE & SUPPLY	02/04/2013	S3213709.003	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	39.29	60.75
			S3215935.001	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213011	21.46	
111392	CITY TREASURER	02/04/2013	100683154	OPEN PO FOR READER BOARD POWER CHARGES. DO NOT FAX.	81213044	65.94	65.94
111393	FOLLETT LIBRARY RESOURCES	02/04/2013	720648F-4	Follett Library books (124)	2371213039	478.81	478.81
111394	GENERAL ELECTRIC CAPITAL CORP	02/04/2013	58292425/81876/85384	OPEN PO FOR COPIER AT CHLOE CLARK, ANDERSON ISLAND AND MAINTENANCE. DO NOT FAX	81213049	670.13	670.13
111395	HORIZON	02/04/2013	3N033407	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213019	120.30	120.30
111396	HOWE, BARBARA ANN	02/04/2013	STUDENT SUPPLY REIMB		0	70.60	70.60
111397	ISLAND PROPANE INC	02/04/2013	12284	OPEN PO FOR PROPANE DELIVERY AT ANDERSON ISLAND. DO NOT FAX	81213122	897.25	897.25
111398	LABORATORIES, COASTWIDE	02/04/2013	T2477489-CREDIT	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL	101213008	-1,033.53	3,619.39

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SUPPLIES			
			t2505523	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	467.02	
			T2506187	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	2,865.35	
			t2506187-1	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	108.77	
			T2509102	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	899.97	
			T2509102-1	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	55.77	
			T2512490	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	171.77	
			T2512578	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	84.27	
111399	LAKEWOOD HARDWARE & PAINT	02/04/2013	338413	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213025	34.92	99.71
			338561	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213025	14.10	
			338600	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213025	50.69	
111400	MEYER, ROGER FRANCIS	02/04/2013	DVD REPAIR	LIFFICK'S ELECTRIC SHOP	0	76.65	152.65
			dvd repair reimb		0	76.00	
111401	PACIFIC LUTHERAN UNIVERSITY	02/04/2013	722	DEPOSIT FOR GRADUATION VENUE 2013	4311213010	1,060.00	1,060.00
111402	PRINT SHOP OF LAKEWOOD, INC	02/04/2013	1979	SHS OPEN PO TO PRINT SHOP OF LAKEWOOD FOR PETER JOHNSON DO NOT EXCEED \$100.00	141213034	74.17	74.17

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111403	PSAT/NMSQT	02/04/2013	PSAT-481325	PSAT PAYMENT	4311213063	2,618.00	2,618.00
111404	PUGET SOUND ENERGY	02/04/2013	063-853-500-5	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	550.56	5,845.21
			345-138-600-1	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	443.28	
			444-744-700-6	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	1,106.85	
			470-664-700-7	OPEN PO FOR GAS AND ELECTRICITY CHARGES. DO NOT FAX PO.	81213053	3,744.52	
111405	ROSEN SUPPLY CO	02/04/2013	1367905-00	PURCHASE TOILETS FOR PIONEER MS	101213098	1,939.07	1,939.07
111406	SOUND PEST MANAGEMENT	02/04/2013	0000061	OPEN PURCHASE ORDER FOR 2012-2013 FOR PESTICIDE SERVICES	101213097	82.05	82.05
111407	TACOMA COMMUNITY COLLEGE	02/04/2013	195	12/13 RUNNING START OPEN PO.DO NOT FAX	81213153	341.81	341.81
111408	TERESA R FRANK	02/04/2013	TETHERBALL ROPE		0	19.67	19.67
111409	TOWN OF STEILACOOM	02/04/2013	01-00720.0	OPEN PO FOR ELECTRICITY FOR STEILACOOM. DO NOT FAX PO.	81213054	154.45	154.45
111410	VERIZON WIRELESS	02/04/2013	1156457259	OPEN PO FOR PHONE SERVICE. THE ORIGINAL PO WAS ACCIDENTLY CLOSED. DO NOT FAX PO	81213127	1,231.78	1,231.78
111411	VERONICA D MOORE	02/04/2013	MUTUAL BENEFITS		0	128.00	128.00
111412	WASA	02/04/2013	53858	WASA MEMBERSHIP LEERAEE BALL	81213026	750.00	750.00
111413	WASBO	02/04/2013	18174	WASBO MEMBERSHIP AND PAYROLL CLASSES- KATHY LITTRELL	81213149	340.00	340.00
111414	WASHINGTON DECA	02/04/2013	01137113-1	SHS WASHINGTON DECA FOR TINA HAYDEN ADVISOR REGISTRATION FEE AND ADVISOR HOTEL	141213050	553.28	553.28

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111415	WITT COMPANY	02/04/2013	285556	ROOM. PLEASE SEE ATTACHED. Toner for Sped Printers at Chloe and Pioneer.	91213065	601.82	4,332.80
			285767	OPEN PO FOR COPIER LEASES.	81213067	3,730.98	
26	Computer			Check(s) For a Total of			25,727.68

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	26	Computer	Checks For a Total of	25,727.68
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	25,727.68
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25,727.68

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$152.47. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111416 through 111423, totaling \$152.47

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111416	BASS, LORIAHN	02/04/2013	LUNCH REFUND		0	25.20	25.20
111417	CHECKETTS, MARCELA	02/04/2013	LUNCH REFUND		0	11.05	11.05
111418	GETZ, CAROLYN M	02/04/2013	LOST BOOK REFUND	BRISINGR	0	28.00	28.00
111419	GOINS, CHRISTA	02/04/2013	LUNCH REFUND		0	44.50	44.50
111420	HERNANDEZ, CHRISTINE	02/04/2013	BOOK PAYMENT REFUND	NAME OF BOOK	0	4.99	4.99
				RETURN OF THE			
				MUMMY			
111421	HONG, TANJIA	02/04/2013	LUNCH REFUND		0	9.00	9.00
111422	LAWES, CARLIE	02/04/2013	REFUND LOST BOOK	PYT WEAPONS OF WWII	0	17.00	17.00
111423	QUINTANILLA, KATHY	02/04/2013	LOST BOOK REFUND	PYM BASKETBALL	0	12.73	12.73

8 Computer Check(s) For a Total of 152.47

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	152.47
Total For	8	Manual, Wire Tran, ACH & Computer	Checks	152.47
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	152.47

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$98.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111389 through 111389, totaling \$98.45

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111389	MASTERCARD CORP. CLIENTS PAYME	01/30/2013	5695		0	98.45	98.45
			1	Computer	Check(s) For a Total of		98.45

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	98.45
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	98.45
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	98.45

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$24,876.18. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400978 through 400983, totaling \$24,876.18

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400978	COSTCO	01/29/2013	255394278	OPEN PO FOR THE STUDENT STORE SCHOOL YEAR 2012-2013	4061213007	304.05	304.05
400979	CRANES CREATIONS	01/29/2013	182237/1	FLOWER BOUQUESTS FOR VETERAN'S DAY PROGRAM	4061213103	229.69	229.69
400980	FRANKLIN PIERCE SD	01/29/2013	8880004856		0	72.00	72.00
400981	MASTERCARD CORP. CLIENTS PAYME	01/29/2013	2210-2	ALASKA AIRLINES - TICKETS FOR DISNEYLAND BAND TRIP	4061213132	21,859.20	24,159.64
			5634-1	MATERIAL FROM HOME DEPOT TO BUILD SHELVING FOR STORAGE OF FOOTBALL EQUIPMENT OPEN PO NOT TO EXCEED \$1500.00	4061213160	751.43	
			5634-2		0	65.15	
			5646-1	DEPOSIT FOR DISNEY TRIP, HOTEL, BUS, MEDIVEL TIMES	4061213131	250.00	
			5653-1		4061213205	447.35	
			5653-2	OPEN PO NOT TO EXCEED \$300.00 FOR CONESSION FOOD FOR WRESTLING TOURNAMENT	4061213163	241.23	
			9989		0	94.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			9997	4061213194	4061213194	451.28	
400982	SUPLAY WRESTLERS WORLD	01/29/2013	SI-224598	8 - MIL THICK MAT TAPE 3" X 84'	4061213157	110.45	110.45
400983	WANDA A BETANCOURT	01/29/2013	REIMB PICTURE	PICTURE PURCHASE	0	0.35	0.35
			6	Computer	Check(s) For a Total of		24,876.18

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	6	Computer	Checks For a Total of	24,876.18
Total For	6	Manual, Wire Tran, ACH & Computer	Checks	24,876.18
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	24,876.18

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$59,909.90. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111376 through 111388, totaling \$59,909.90

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111376	BALL, LEERAE K	01/29/2013	mil reimpl/19-1/24/13		0	105.71	105.71
111377	CELESTE L JOHNSTON	01/29/2013	mil reimb1/9-1/23/13		0	26.97	26.97
111378	FAIRFAX HOSPITAL	01/29/2013	8500269-66	Open P.O. for Fairfax Hospital/NWSOIL for out of district students for the 2012-2013 School Year.	91213029	5,000.00	5,000.00
111379	KATHERINE O ALDERETE	01/29/2013	MASRSHALL'S PURCHASE	BLANKET FOR HEALTH ROOM	0	20.92	20.92
111380	MASTERCARD CORP. CLIENTS PAYME	01/29/2013	0660		0	156.58	6,332.46
			0678		0	1,442.81	
			2210	Hotel Stay for Breakthrough Coach PURCHSE ORDER #0081213155	0	190.12	
			2210-1		0	633.08	
			4970		0	5.00	
			5604		0	50.00	
			5626	SHS MASTERCARD CORP (SARA'S P-CARD) FOR DEREK BEAULIEU AT PIO TO B&H VIDEO	141213031	309.34	
			5626-1	SHS MASTERCARD CORP FOR SARA'S P-CARD FOR DEREK BEAULIEU AT PIO. B&H VIDEO	141213032	309.35	
			5626-2		0	71.07	
			5634		0	237.75	
			5642		0	83.02	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			5646		0	84.43	
			5653		0	95.35	
			5653-4	SHS P-CARD FOR AIRFARE FOR SARA GRAVES AND ANNELIESE NOBLES 1 WAY TO SPOKANE. NO MORE THAN \$350.00 / LESS THAN COST OF MILEAGE REIMBURSEMENT	141213047	293.80	
			5679		0	78.64	
			5687		0	921.66	
			5703		0	235.25	
			6748	APC Equipment Cabinet for District data room	111213009	461.10	
			7359		0	100.75	
			7367	Open PO for Student Services Ferry Tickets. 2012-2013 School year 2 Para's 2 Special Education Students 1 Vehicle commuter	91213046	543.36	
			9971		0	30.00	
111381	PRATER, SHEILA S	01/29/2013	SUPPLY REIMB	COSTCO PURCHASE FOR L&I ITEMS	0	63.00	63.00
111382	PRINT SHOP OF LAKEWOOD, INC	01/29/2013	1773	SHS OPEN PO TO PRINT SHOP OF LAKEWOOD FOR PETER JOHNSON DO NOT EXCEED \$100.00	141213034	13.13	13.13
111383	TACOMA SCHOOL DISTRICT	01/29/2013	IN0000501	Open PO for student enrollment in Tacoma School District for the 2012 - 2013 school year.	91213032	48,004.00	48,004.00
111384	UPS FREIGHT	01/29/2013	643372866		0	65.00	65.00
111385	WANDA A BETANCOURT	01/29/2013	MIL REIMB 1/15/13	TRAINING AT ESD IN OLYMPIA	0	27.12	27.12
111386	WEIGHT, KATHLEEN J	01/29/2013	mil reimb1/8-1/25/13		0	88.14	88.14
111387	WILLIAM T FRITZ	01/29/2013	MIL REIM1/10-1/17/13		0	43.51	140.42
			MIL REIMB 1/9-1/7/13		0	27.23	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			REIM 1/18-1/24/13	MILEAGE AND PURCHASE REIMBURSEMENT	0	69.68	
111388	WRIGHT, ERIN ELIZABETH	01/29/2013	MILEAGE REIMB	1/2, 1/10, 1/24/13	0	23.03	23.03
			13	Computer	Check(s) For a Total of		59,909.90

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	13	Computer	Checks For a Total of	59,909.90
Total For	13	Manual, Wire Tran, ACH & Computer	Checks	59,909.90
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	59,909.90

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$99,442.37, and voids/cancellations, totaling \$232.84. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, GF WARRANTS OUTSTANDING:
Warrant Numbers 111309 through 111349, totaling \$99,442.37
Voids/Cancellations, totaling \$232.84

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111309	AMERICAN AIR FILTER	01/25/2013	90557695	HVAC FILTER ORDER	101213081	7.90	291.07
			90561097	HVAC FILTER ORDER	101213081	283.17	
111310	B & H PHOTO	01/25/2013	67680675	Cafeteria	2371213053	285.55	285.55
				Microphone			
				Charger			
111311	CABANIT, MARIA	01/25/2013	NOV MILEAGE	Open P.O. for	91213054	427.14	427.14
				Maria C. for the			
				2012-2013 school			
				year			
				(transporting			
				L.C. to Birney			
				Elementary in			
				Tacoma):			
				reimbursement for			
				miles traveled.			
111312	CAREER STAFF UNLMTD- SEATTLE	01/25/2013	28427-159178	Open PO for	91213040	990.00	990.00
				contracted staff			
				services for the			
				2012 - 2013			
				school year.			
111313	CENTURYLINK QCC	01/25/2013	1245374363	OPEN PO FOR POHNE	81213078	259.09	259.09
				SERVICES			
111314	CITY OF DUPONT	01/25/2013	NOV-DEC 2012	OPEN PO FOR	81213055	5,263.03	5,263.03
				ELECTRICITY FOR			
				DUPONT. DO NOT			
				FAX PO.			
111315	CREATIVE MATHEMATICS	01/25/2013	WS44506	Creative	1461213044	615.00	615.00
				Mathematics			
				Workshop - Kim			
				Sutton			
111316	DEPARTMENT OF LICENSING	01/25/2013	C MILLER-ABSTRACT	OPEN PURCHASE	101213072	13.00	39.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDER FOR 2012-2013 FOR TYPE 2 DRIVING LICENSE RECORDS			
			J ROBERTS	OPEN PURCHASE	101213072	13.00	
				ORDER FOR 2012-2013 FOR TYPE 2 DRIVING LICENSE RECORDS			
			K BETHMAN-ABSTRACT	OPEN PURCHASE	101213072	13.00	
				ORDER FOR 2012-2013 FOR TYPE 2 DRIVING LICENSE RECORDS			
111317	DICK BLICK ART MATERIALS	01/25/2013	1377135	SHS DICK BLICK ORDER FOR TERRI BADER	141213041	340.11	340.11
111318	DODD, HEATHER ANN	01/25/2013	mil reimb12/4-12/18		0	36.16	36.16
111319	ESD 112	01/25/2013	0000106714	Open P.O. for the SEEK (Special Educator Employment Konsortium for the 2012-2013 school year.	91213053	687.50	687.50
111320	HAROLD LEMAY ENTERPRISES	01/25/2013	3467985	OPEN PO FOR DISTRICT WIDE GARBAGE. DO NOT FAX PO.	81213052	1,225.36	1,225.36
111321	HEWLETT PACKARD	01/25/2013	52180561	SHS HEWLETT-PACKARD FOR RICHARD WHEELER AT PIO. SHIP TO ROGER MEYER, 511 CHAMBERS ST, STEILACOOM WA 98388 AS PER QUOTE # 8087303-2	141213037	834.94	856.82
			52303858	OFFICE EQUIPMENT -- MONITOR FOR MCGANN	1621213063	21.88	
111322	HP - ORDER ENTRY	01/25/2013	52225674	Tech Order - Monitor adapters for the Student Services department.	91213056	95.18	95.18
111323	J&I POWER EQUIPMENT INC	01/25/2013	118899	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213020	168.75	232.84

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			118902	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213020	64.09	
111324	JOSTEN'S	01/25/2013	15471740		0	24.39	24.39
111325	JTEC EDUCATIONAL CONSULTANTS	01/25/2013	1213-11695	OPEN OP FOR MEDICAID MATCH	81213061	1,100.00	1,100.00
111326	K & L GATES	01/25/2013	2631750-1	PROFESSIONAL LAWYER SERVICES FOR THE 12/13 SY. DO NOT FAX	81213094	4,216.85	11,334.85
			2708969	PROFESSIONAL LAWYER SERVICES FOR THE 12/13 SY. DO NOT FAX	81213094	7,118.00	
111327	KEYBANK NATIONAL ASSOCIATION	01/25/2013	12120000413	KEY BANK ANALYSIS FEE ANNUAL REQUIREMENT PER KEYBANK FOR 12/13 SY. DO NOT FAX PO	81213093	828.88	828.88
111328	KING COUNTY DIRECTORS ASSN	01/25/2013	3644762	color copy paper	1461213037	265.39	13,630.88
			3645628	HISTORY DEPARTMENT KCDA ORDER CART # 578076 - SEE ATTACHED	4311213085	563.89	
			3645682	HEALTH ROOM KCDA ORDER - CART #578175	4311213086	180.05	
			3645683	PE Equipment	1401213006	99.94	
			3645691	Butcher paper, markers, etc.	1401213007	156.54	
			3646069	workroom supply order	1461213041	124.85	
			3649717	PE, Library, classroom supplies	1401213009	278.52	
			3650162/3650169	FOLDING CHAIRS/CARTS FOR PIO AND SHS	81213128	11,961.70	
111329	LABORATORIES, COASTWIDE	01/25/2013	CT2472292	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	-18.37	16.09
			T2505391	OPEN PURCHASE ORDER 2012-2013 FOR CUSTODIAL SUPPLIES	101213008	34.46	
111330	LAKE WASHINGTON SD	01/25/2013	229918	Surplus Equipment for Food Service	81213117	574.88	574.88

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111331	LEADERSHIP RESOURCES	01/25/2013	25562	MSP third grade reading and math materials	1461213039	396.00	396.00
111332	MCDONALD, JODY D	01/25/2013	MIL REIMB11/22-12/21	TRAVEL MILEAGE REIMB	0	167.01	167.01
111333	MEDCO	01/25/2013	41622224	SHS MEDCO ORDER FOR KOCH'S SPORTS MED CLASS PLEASE SEE ATTACHED QUOTE #100339492	141213042	1,986.74	1,986.74
111334	MICRO COMPUTER SYSTEMS	01/25/2013	0444149-IN	Lamp Order	111213006	1,689.57	1,689.57
111335	MVP PHYSICAL THERAPY, INC	01/25/2013	829	SHS MVP FOR ATHLETIC TRAINING SERVICES	141213018	2,312.50	2,312.50
111336	NCS PEARSON, INC.	01/25/2013	3867645	Psychologist Software for Testing and Assessment (Joslynn / Roger).	91213052	1,082.08	1,082.08
111337	OFFICE DEPOT	01/25/2013	637437354001	Combination Hole-puncher and Stapler from Office Depot.	91213057	350.21	350.21
111338	PAR INC.	01/25/2013	562182-1	Psychological Assessment Software: BRIEF CD-ROM (Joslynn / Roger)	91213051	603.75	603.75
111339	PIERCE CO BUDGET AND FINANCE	01/25/2013	AR142558	Open PO for Pierce County Birth to Three Services for the 2012-2013 school year.	91213043	31,292.43	31,292.43
111340	POLAR BEAR MECHANICAL	01/25/2013	2088-PAS	OPEN PURCHASE ORDER FOR 2012-2013 REFRIGERATION SERVICES	101213087	245.93	245.93
111341	SHUCKHART, MAUREEN	01/25/2013	MILEAGE REIM DEC/12		0	31.19	31.19
111342	TACOMA COMMUNITY COLLEGE	01/25/2013	238		0	341.81	341.81
111343	TRANSOURCE	01/25/2013	9168932	DEPOSIT BOOKS FOR PIONEER AND SALTAR'S POINT	0	86.22	86.22
111344	TRUSTEED PLANS SERVICE CORP	01/25/2013	0068200-in	OPEN PO TRUSTEED PLANS SERVICE CORPS	81213037	9,848.73	16,979.30
			0068495-IN	OPEN PO TRUSTEED PLANS SERVICE	81213037	7,130.57	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
111345	TWISTED SCHOLAR	01/25/2013	2011-2303	CORPS DVD's on	2371213050	169.46	169.46
111346	US BANCORP	01/25/2013	220106132	antibullying OPEN PO FOR	81213058	1,058.93	1,058.93
111347	WITT COMPANY	01/25/2013	283088	COPIER LEASES FOR SALTAR'S POINT, STEILACOOM H.S., AND CHLOE CLARK. DO NOT FAX PO. District Wide	81213066	239.36	607.55
			283494	purchase order - Witt Company - District Wide	81213066	155.69	
			284406	purchase order - Witt Company - District Wide	81213066	212.50	
111348	WOLLEY DISPATCH, INC	01/25/2013	4097	purchase order - Witt Company - Taxi Service for	91213027	864.00	864.00
				Out of District Student, to and from Northwest School of Innovative Learning, Tacoma. For October, November, December 2012.			
111349	WRIGHT, ERIN ELIZABETH	01/25/2013	mutual benefits		0	23.87	23.87
41	Computer			Check(s) For a Total of			99,442.37

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
110926	J&I POWER EQUIPMENT INC	01/24/2013	118899	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213020	168.75	232.84
			118902	OPEN PURCHASE ORDER 2012-2013 FOR SUPPLIES	101213020	64.09	
				1	Void	Check(s) For a Total of	232.84

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	41	Computer	Checks For a Total of	99,442.37
Total For	41	Manual, Wire Tran, ACH & Computer	Checks	99,442.37
Less	1	Voided	Checks For a Total of	232.84
			Net Amount	99,209.53

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$4,912.58. The payments are further identified in this document.

Total by Payment Type for Cash Account, CPF WARRANTS OUTSTANDING:
Warrant Numbers 200035 through 200036, totaling \$4,912.58

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
200035	ESD 112	01/25/2013	0000106629	CONSTRUCTION SERVICES W/ ESD 112	2000000005	1,852.50	3,712.58
			0000106630	CONSTRUCTION SERVICES W/ ESD 112	2000000005	1,860.08	
200036	SPECTRUM REAL ESTATE SERVICES	01/25/2013	MAIN FILE#13-013	APPRAISAL SERVICES- ADMIN BUILDING	2001213006	600.00	1,200.00
			PARCEL:6655200160	APPRAISAL SERVICES- CHAMBERS FIELD BUS BARN	2001213007	600.00	
				2 Computer	Check(s) For a Total of		4,912.58

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	4,912.58
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	4,912.58
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,912.58

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

As of February 13, 2013, the board, by a _____ vote, approves payments, totaling \$3,504.45. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB WARRANTS OUTSTANDING:
Warrant Numbers 400961 through 400977, totaling \$3,504.45

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

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400961	BIG JOHNS TROPHIES	01/25/2013	119386	TROPHIES FOR WRESTLING DO NOT FAX INVOICE ATTACHED	4061213155	187.30	187.30
400962	COSTCO	01/25/2013	255330048	OPEN PO FOR THE STUDENT STORE SCHOOL YEAR 2012-2013	4061213007	504.85	504.85
400963	COUSIN'S CONCERT ATTIRE	01/25/2013	602961	choir uniform accessories	4051213010	217.00	217.00
400964	EASTBAY	01/25/2013	67425	girls soccer socks--socks will be purchased by players from the school when the season starts	4051213024	416.49	416.49
400965	EK BEVERAGES	01/25/2013	358081	OPEN PO FOR THE 2012-13 SCHOOL YEAR FOR STUDENT STORE	4061213004	340.75	340.75
400966	ENTERTAINMENT PUBLICATIONS	01/25/2013	542999	ENTERTAINMENT DISCOUNT CARDS - FUNDRAISER DECA CLUB	4061213035	780.00	780.00
400967	FEDERAL WAY HIGH SCHOOL	01/25/2013	ALL SPSL GIRLS TOURN	ALL - SPSL GIRLS WRESTLING TOURNAMENT	4061213156	75.00	75.00
400968	HAYDEN, CHRISTINA MARIE	01/25/2013	DRAMA SUPPLIES	WOODEN DOWELS FROM HOME DEPOT	0	10.31	10.31
400969	NORTH MASON HIGH SCHOOL	01/25/2013	HAWKINS JV TOURNMNT	HAWKINS MEMORIAL JV TOURNAMENT FEE	4061213158	96.00	96.00
400970	OLYMPIA HIGH SCHOOL	01/25/2013	BOYS SWIM RELAYS	Boys Swim Relays	4061213150	40.00	40.00
400971	PIONEER DRAMA SERVICE	01/25/2013	466994	SCRIPTS FOR DRAMA	4061213148	22.75	22.75

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
400972	PUYALLUP SCHOOL DISTRICT	01/25/2013	ROGERS JV DUALS	2013 ROGERS JV DUALS TOURNAMENT @ ROGERS HS - ATTN: DAVE JOHNSTON	4061213171	125.00	125.00
400973	PUYALLUP HS WRESTLING	01/25/2013	2012 WILFONG CLASSIC	2012 PUYALLUP HS WILFONG CLASSIC WRESTLING TOURNAMENT - DECEMBER 8, 2012 DO NOT FAX-INVOICED ATTACHED	4061213172	200.00	200.00
400974	SOUTHEASTERN PERF. APPAREL	01/25/2013	291249	FORMAL DRESS FOR BAND	4061213136	64.00	64.00
400975	TACOMA PIERCE CTY HEALTH DEPT	01/25/2013	IN0133296	FOOD ESTABLISHMENT FOR STUDENT STORE FROM TACOMA HEALTH DEPT	4061213162	235.00	235.00
400976	W.F. WEST HIGH SCHOOL	01/25/2013	CHEHALIS INVITE	2013 WF WEST BEARCAT INVITE ENTRY FEE	4061213159	175.00	175.00
400977	WIAA OFFICE	01/25/2013	12024	VOLLEYBALL STATE TOURNAMENT	4061213161	15.00	15.00
17	Computer			Check(s) For a Total of			3,504.45

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	17	Computer	Checks For a Total of	3,504.45
Total For	17	Manual, Wire Tran, ACH & Computer	Checks	3,504.45
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,504.45

PAYROLL HEADER PAGE

Steilacoom Historical School District No. 1

GENERAL FUND

ESTIMATE for February 28, 2013 paydate

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF THE STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1, PIERCE COUNTY, WASHINGTON, DO HEREBY CERTIFY THAT SERVICES HAVE BEEN RECEIVED AND PERFORMED AND HAVE BEEN APPROVED FOR PAYMENT IN THE ESTIMATED AMOUNT OF \$1,690,000.00.

PAYROLL

Gross Pay	\$ 1,250,000.00
Benefits	\$ 440,000.00
Total Payroll Adjustment	\$ -

PAYROLL TOTAL \$ 1,690,000.00

DATED: February 13, 2013

Secretary to the Board

Board Chairperson

Board Member

Board Member

Board Member

Board Member

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

BACKGROUND INFORMATION:

A list of those covered by this action is attached.

It is the recommendation of the Superintendent that the Board adopt the attached Personnel Action as presented.

Packet page 58 of 151

Steilacoom Historical School District No. 1
Certificated Personnel Report

Personnel Report 2-13-13							
Name	Position	FTE	Location	Effective Date	Actions	Stipend Amount	Comment
Anderson-Gonzalez Barbie	Evening Concerts		Cherrydale	2/11/2013	Stipend	800.00	
Anderson-Gonzalez Barbie	Leadership Team		Cherrydale	2/11/2013	Stipend	204.48	
Beaulieu Derek	Chess Club Advisor		Pioneer	2/1/2013	Stipend	693.38	
Evans Bettina	Leadership Team		Cherrydale	2/11/2013	Stipend	210.22	
Haller Kyle	Head Soccer Coach (Girls)		Pioneer	1/28/2013	Stipend	4,235.00	
Kirby Brian	Field Day		Cherrydale	2/11/2013	Stipend	224.59	
Kozyra Sylvia	Leadership Team		Cherrydale	2/11/2013	Stipend	202.86	
Lyons Jill	MSP Building Assessment Coord.		Cherrydale	2/11/2013	Stipend	204.27	
Munsey Shawn	Leadership Team		Cherrydale	2/11/2013	Stipend	202.86	
Nierman Tisha	Assistant Soccer Coach (Girls)		Pioneer	1/28/2013	Stipend	3,176.25	
Olson Lanae	Leadership Team		Cherrydale	2/11/2013	Stipend	200.52	
Perry Annette	Leadership Team		Cherrydale	2/11/2013	Stipend	204.82	
Rise Jason	Assistant Basketball (Boys)		Pioneer	1/28/2013	Stipend	3,176.25	
Tchobanoff Hannah	Leadership Team		Cherrydale	2/11/2013	Stipend	202.66	

REGULAR BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

BACKGROUND INFORMATION:

The report includes the resignation of one groundskeeper and one central office secretary. Additionally, the report includes the hiring of a Maintenance Tech 1, one special education paraeducator, a building secretary and various classified staff stipends. NOTE: the previously recommended Maintenance Tech 1 hire did not start in the position.

It is the recommendation of the Superintendent that the Board adopt the attached Personnel Action as presented.

Packet page 60 of 151

Steilacoom Historical School District No. 1
Classified Personnel Report

Personnel Report 2-13-13							
Name	Position	Hours	Location	Effective Date	Action	Stipend Amount	Comment
Clark Gail	Leadership Team		Cherrydale	2/1/2013	Stipend	204.24	
Davies Colby	Assistant Track Coach		High	2/25/2013	Stipend	3,121.88	
Jones Jamicka	Webmaster		Cherrydale	2/1/2013	Stipend	446.62	
Martinson Donna	Yearbook		Cherrydale	2/1/2013	Stipend	335.70	
Perez Linda	Yearbook		Cherrydale	2/1/2013	Stipend	335.70	
Emery Shae	Groundskeeper	8	District	2/8/2013	Resignation		
Emery Shae	Maintenance I	8	District	2/11/2013	New Hire		
Hilderbrand Michele	Secretary	8	Cherrydale	1/24/2013	New Hire		
Johnson Laura	Paraeducator Special Education	3	Cherrydale	1/24/2013	New Hire		4 days a week
Felton Alia	Student Services Secretary	8	District	2/4/2013	Resignation		

REGULAR BOARD MEETING

ISSUE: X ACTION Adoption of Personnel Action-Coaching
 _____ INFORMATION _____

Personnel Report 2-13-13						
Name	Position	Location	Effective Date	Action	Stipend Amount	Comment
Biddinger Stephanie	Assistant Coach Soccer (Girls)	Pioneer	1/28/2013	Stipend	2,625.00	
Byrne Joseph	Head Basketball Coach (Boys)	Pioneer	1/28/2013	Stipend	3,850.00	
Henderson Mike	Head Track Coach (Boys)	High	2/25/2013	Stipend	4,927.50	
Johnson Kyle	Head Coach Soccer (Boys)	High	2/25/2013	Stipend	4,054.00	
Lange Jennifer	Head Track Coach (Girls)	High	2/25/2013	Stipend	4,162.50	
Manning Ernie	Head Tennis Coach (Girls)	High	2/25/2013	Stipend	4,755.50	
Norris Mike	Head Coach Fastpitch	High	2/25/2013	Stipend	4,841.50	

Overnight Field Trip Proposal: Steilacoom High School DECA club


VED
JAN 25 2013

- Purpose: DECA competitions are highly-focused learning experiences for students and advisors. This state competition is the first step in qualifying for international competition. The participants qualified for this competition by placing in the top five of their respective events at the area competition held in January.
- Students attending are: Jelsy Gundao, Conner Canning, Amanda Glass, Ben Waight, Delaney Hills, Michael Drapela (3 female students, 3 male students)
- The transportation to and from the conference will be by bus arranged by the advisor through district transportation.
- The chaperone will be Christina Hayden, DECA advisor. A male advisor from another school staying on the floor will help if needed for room checks for the males attending.
- The students and chaperones will stay at the Bellevue hotel that Washington DECA has designated for the Steilacoom DECA chapter. Washington DECA will announce hotel assignments February 15.
- Approximate cost for 3 hotel rooms for 2 nights is \$1077.66. The registration fee is \$130 for participants, so for 6 students and 1 advisor the fees would be \$910.
- The DECA ASB fund, as well as, participant contribution will pay for this conference.
- Itinerary:

Departure date/time: March 7, 1:00 pm from SHS, arrival at the hotel in Bellevue at approximately 2:00 pm registration at the Meydenbauer Center after check in.

Return date/time: March 9 2:00 pm to SHS

- The advisor, Christina Hayden, can be reached at cell phone # 253-677-2282 and at the Hilton in Bellevue, 425-455-1300. Advisors will be staying at the designated hotel in Bellevue, WA.

 1/24/13

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: February 13, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Policy 5001 – Hiring of Retired School Employees
 INFORMATION

BACKGROUND INFORMATION: Policy 5001 revisions are in accordance with changes in WSSDA model policy language to be in compliance with State law. The revision includes the deletion of specific language around TRS 1 and PERS 1 retirees.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve Policy 5001 as written.

Report prepared by:

Kathi Weight – Executive Director of Student Achievement/Human Resources

HIRING OF RETIRED SCHOOL EMPLOYEES

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

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

District Responsibilities

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

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

Retired Employee Responsibilities

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

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

Cross References: Board Policy 5610 Substitute Employment
 Board Policy 5612 Temporary Administrators
 Board Policy 5050 Contracts

Legal References: RCW 41.32 Teachers' retirement
 41.40 Washington public employees'
 retirement system

Management Resources:

<u><i>Policy News, August 2011</i></u>	<u>Legislature refines the retire/rehire</u>
	<u>law</u>
<i>Policy News, June 2007</i>	Revisions to Retire/Rehire Law

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

Revised: 2.13.13

Steilacoom Historical School District Board of Directors

REGULAR BOARD MEETING

Date: February 13, 2013

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: X **ACTION** Policy 5050– Contracts
 INFORMATION

BACKGROUND INFORMATION: Policy 5050 revisions are in accordance with changes in WSSDA model policy language to be in compliance with State law. The revision includes the inclusion of changes to Provisional status to add a “third year”.

FISCAL IMPLICATIONS: None

RECOMMENDED DECISION:

It is the recommendation of the Superintendent to approve Policy 5050 as written.

Report prepared by:

Kathi Weight – Executive Director of Student Achievement/Human Resources

CONTRACTS

The district shall contract annually with each applicable staff member. Such contract shall be in conformity with state law and the policies and negotiated agreements of the district. The contract shall be binding on the district and on the staff member and may not be abridged or abrogated during its term by either party except by mutual consent or as may be provided elsewhere in board policy or in negotiated agreements.

The contracts for certificated staff shall be written for a period not to exceed one year. Upon the recommendation of the superintendent contracts for selected classified staff may be in writing and/or for a specific period of time not to exceed one year. Otherwise the employment of classified staff shall be on a month-to-month basis commencing from the first day of work.

Supplemental contracts, which are not subject to the continuing contract statute, shall be issued for services to be rendered in addition to a staff member's normal "full-time" assignment.

A. Certificated Staff Contracts

The district, upon recommendation of the superintendent and approval by a majority of the board of directors, shall offer a certificated staff contract to the applicant so recommended and approved, such contract to state the salary to be paid based upon the applicable salary schedule, the number of days of service, effective date and term of the contract and to include the following statement: "failure to return this contract within ten (10) days of the above date of issuance shall constitute a resignation or nonacceptance of employment or re-employment." The contract shall also include the following statement:

"This contract replaces the prior individual contract for the _____ school year." And when applicable: "This contract shall be subject to the terms and conditions of any collective bargaining agreement between the district and the organization certified or recognized as the negotiating representative for the certificated staff employed by the board. In the event that any of the provisions of this individual staff member contract shall be inconsistent with the provisions of any such collective bargaining agreement, then the terms of the collective bargaining agreement shall prevail.

B. Provisional Employment

The district shall issue to certificated first, second and third year teaching or other non-supervisory certificated staff a "provisional contract" for "provisional employees" who are subject to non-renewal of employment as provided by law for such staff members. Staff who have completed a two year provisional term with another Washington State school district shall be provisional employees only during their first year with the district. Such "provisional contract" shall include the following rider: "It is understood and agreed that the staff member has not completed two years of employment in a Washington State public school district and at least one year of employment in the district in a teaching or other non-supervisory certificated position and that the provisions of RCW 28A.405.220 are applicable during the first three years of certificated employment of the staff member by the district or year of employment with the district if the staff member has completed at least two years of employment in another Washington State public school district."

C. Retire-Rehires and Persons Replacing Certificated Staff on Leave

The district shall issue one-year, non-continuing contracts to persons who have retired from a certificated position in the state of Washington and are returning to employment under the "retire-rehire" provisions of state law. The district shall issue "replacement employee" contracts upon the recommendation of the superintendent and action of the board, to certificated staff who replace certificated staff who have been granted leaves. Such contracts shall be for the duration of the leave only and are not subject to the terms of the Continuing Contract Law. Such contracts shall clearly state the terms and conditions of the contract. These contracts shall include the following rider:

"It is understood and agreed that the staff member is employed pursuant to the provisions of RCW 28A.405. In accordance with the provisions of RCW 28A.405.900, this contract shall expire automatically at the end of the contract terms set forth herein and is not subject to the provisions of RCW 28A.405.210."

D. Adjustments

The district shall provide for the review and adjustment of certificated staff contracts on the basis of information filed with the personnel office by date specified in the current negotiated certificated collective bargaining agreement. The staff member shall provide the personnel office, according to schedule, with the required information, including official college or university transcripts, official records of degrees completed, official records of approval and completion of authorized work for equivalent credits and all other pertinent data for contract adjustment purposes.

E. Supplemental Employment Agreements

The district shall issue separate supplemental employment agreements to certificated staff for service to be rendered in excess of a normal "full-time" assignment or for service to be rendered beyond the scheduled staff day or for service to be performed beyond the scheduled staff year. Supplemental contracts will also be issued for co-curricular activities and special responsibility assignments. Separate agreements shall not exceed one year and if not renewed shall not constitute an adverse change in contract status. Salary for services performed under supplemental employment agreements shall be paid according to the current salary schedule for supervision of co-curricular activities or, in the case of extended time assignments, according to the applicable provisions for payment for the services rendered.

F. Consultants

Staff consultant services may be obtained when unique knowledge or technical skills are needed. A description of desired services and an estimate of time and costs shall be submitted to the Superintendent or designee for action. Compensation shall be determined by the Superintendent or designee, but normally may not exceed that paid to a regular staff member with comparable duties. The honorarium paid to a consultant shall be determined by the Superintendent or designee, taking into account cost incurred and benefits derived therefrom. Compensation classification of a consultant on a personal services contract or payroll shall be determined in compliance with the guidelines of the Internal Revenue Service.

G. Title 1 Employees

All teachers working in a program supported with Title 1 funds who were hired on or after the first day of the 2002-2003 school year, shall be highly qualified, as defined by federal law and regulations.

All paraprofessionals providing instructional support in a program supported by Title 1 funds hired after January 8, 2002, shall have a secondary school diploma or a recognized equivalent and one (1) of the following:

1. Completed at least two (2) years of study at an institution of higher learning;
2. Obtained an Associate's or higher degree; or
3. Met a rigorous standard of quality through a formal state or local assessment.

Paraprofessionals who are hired primarily as translators or solely to conduct family involvement activities do not need to meet the new requirements. However, they must have earned a secondary school diploma or its recognized equivalent.

Cross References:	Board Policy 5280	Termination of Employment
Legal References:	RCW 28A.330.100 28A.400.300 28A.400.315 28A.405.210 28A.405.220 28A.405.240 28A.405.900 20 U.S.C. 6319	Additional powers of the board Hiring and discharging employees — Leaves for employees — Seniority and leave benefits, retention upon transfer between schools Employment contracts [not retroactive] Conditions and contracts of employment Determination of probable cause for non-renewal of contracts — Notice — Opportunity for hearing Conditions and contracts of employment — Non-renewal of provisional employees — Procedure Conditions and contracts of employment Supplemental contracts, when — Continuing contract provisions, not applicable to Certain certificated employees exempt from chapter provisions
Management Resources:	<i>Policy News</i> , October 2010 <i>Policy News</i> , August 2003 <i>Policy News</i> , August 2001	Employment Disclosures No Child Left Behind Update Legislature Authorizes "Retire- Rehire"

Adoption Date: 2.27.08

School District Name: Steilacoom Historical School District

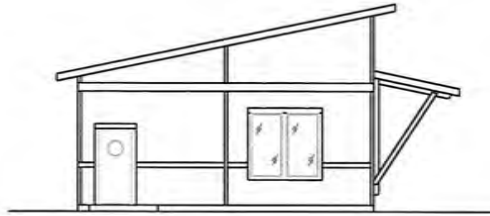
Revised: 2.13.13



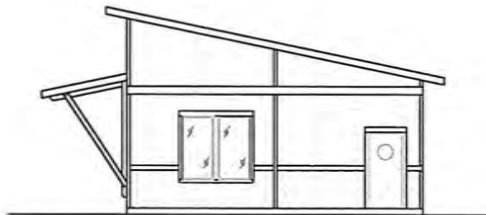
New Classroom Building Saltar's Point Elementary

February 08, 2013

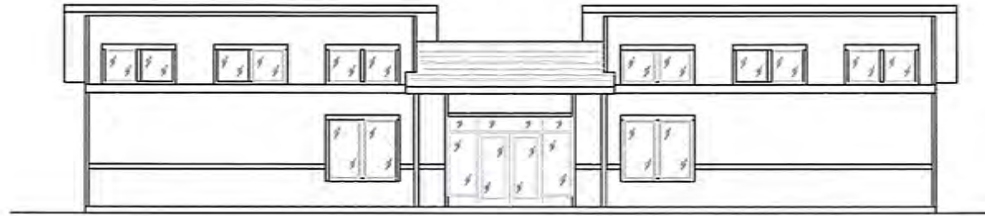




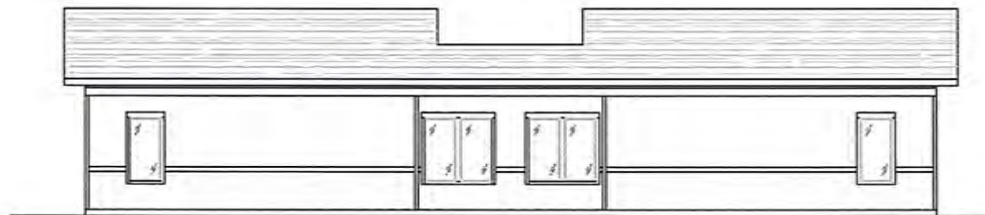
LEFT ELEVATION



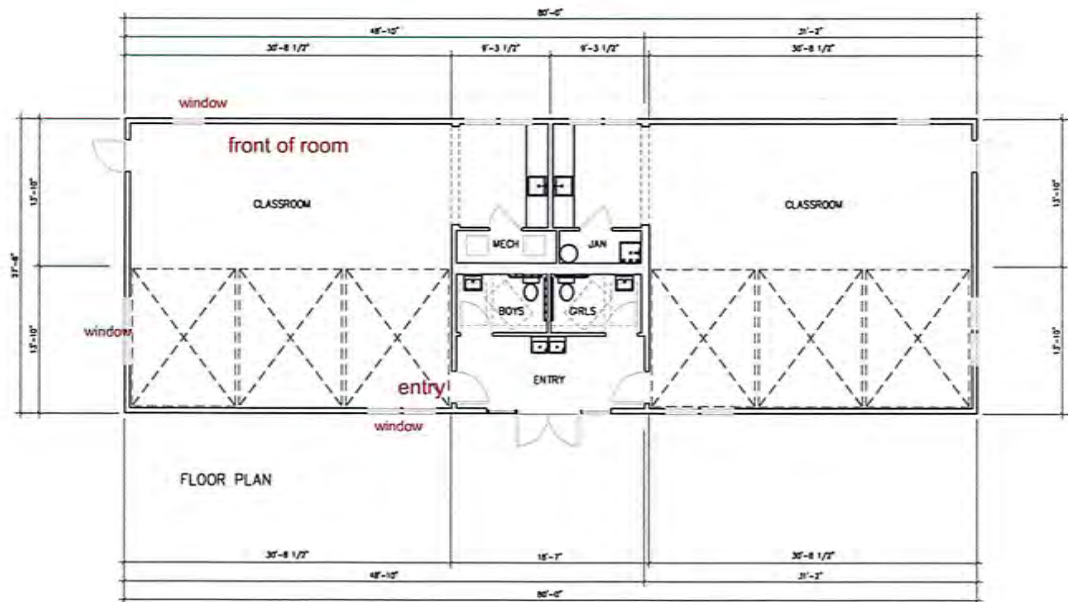
RIGHT ELEVATION



FRONT ELEVATION



REAR ELEVATION



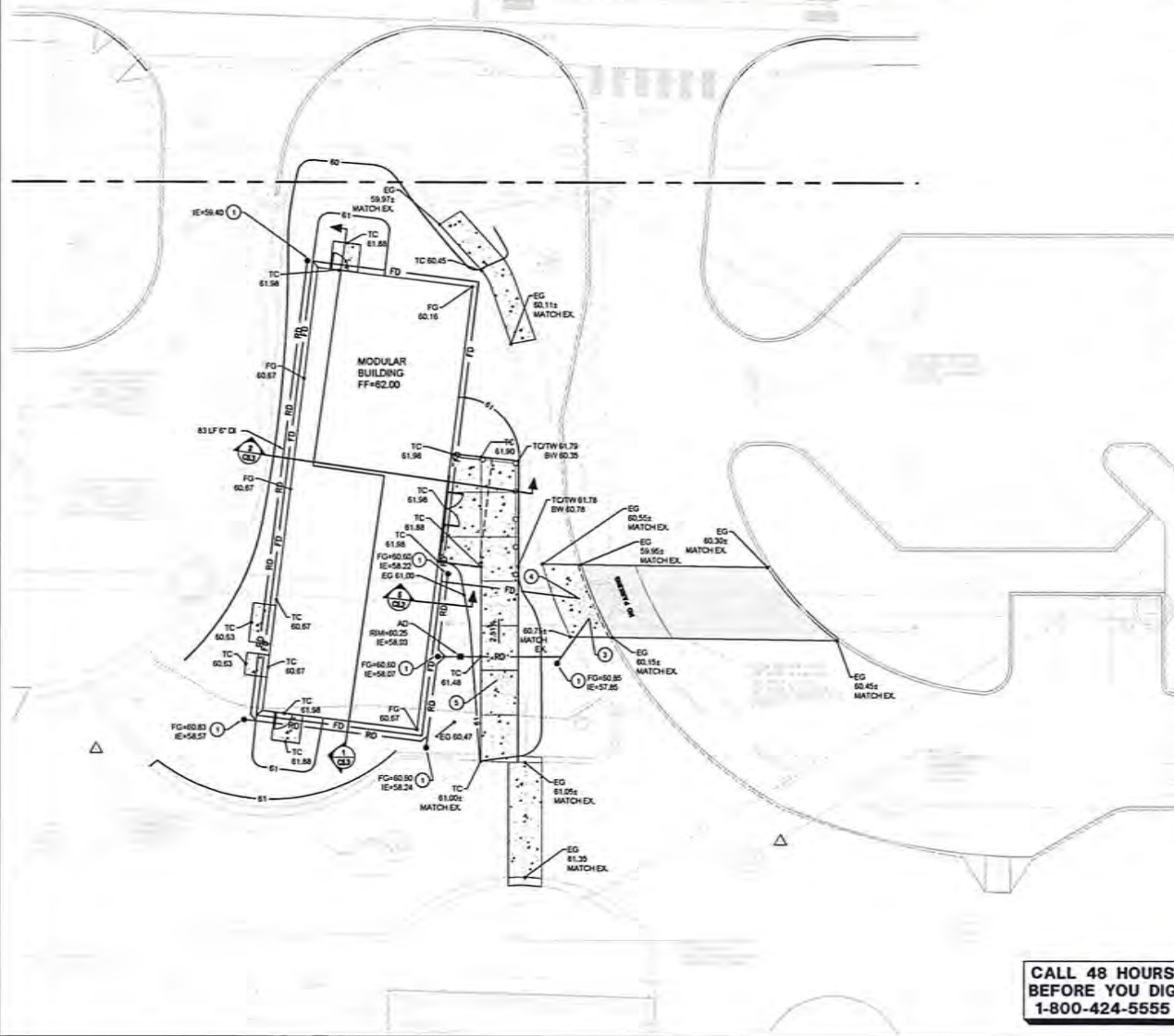
<p>CUSTOMER: WILLIAMS SCOTSMAN</p>	<p>REF: 34556</p>
<p>PROJECT: STEILACOOM SCHOOL DISTRICT</p>	<p>SHT: 1 of 1</p>
<p>PRELIMINARY DRAWINGS</p>	<p>DATE: 09-19-2012</p>

WHITLEY EVERGREEN INC.
mobile and modular buildings
PHONE: (800) 635-5790
FAX: (800) 635-1735
1219 SMOKEY POINT BLVD., MARYSVILLE, WA 98271

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SALTAR'S POINT ELEMENTARY SCHOOL MODULAR BUILDING

A PORTION OF THE SW 1/4 OF THE NW 1/4 OF SEC. 06, TWN. 19 N., RGE. 02 E. W.M.
TOWN OF STEILACOOM, PIERCE COUNTY, WASHINGTON.



GENERAL NOTES

- CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED GRADES BEFORE COMMENCING WORK. CONTACT ENGINEER IF GRADES ARE BELIEVED TO BE IN ERROR.
- SEE ELECTRICAL PLANS FOR NEW LIGHTING FIXTURES AND ELECTRICAL SERVICE.
- ALL ROOF DRAIN LINES SHALL BE 6 INCH PVC @ 1% MINIMUM SLOPE. UNLESS OTHERWISE NOTED, ALL ROOF DRAIN SHALL BE CONNECTED TO A STORM DRAINAGE CATCH BASIN, CLEANOUTS PER DETAIL TYPICAL.
- CONNECT ROOF DOWNSPOUTS TO ROOF DRAIN LINE, NO OFFSET ALLOWED. SEE BUILDING PLANS FOR NUMBER AND LOCATION OF DOWNSPOUTS.
- BEDDING AND BACKFILL IN PIPE TRENCHES PER DETAIL.
- BEDDING AND BACKFILL PIPE IN TRENCHES TYPICAL PAVEMENT RESTORATION PER DETAIL.
- ALL FOOTING DRAINS SHALL BE 4 INCHES IN DIAMETER AND PLACED AROUND BUILDING. FOOTING DRAINS SHALL CONNECT INTO NEAREST STORM DRAIN CATCH BASIN. FOOTING DRAIN SHALL NOT CONNECT TO ROOF DRAIN LINE. FOOTING DRAINS PER DETAIL.
- POSITIVE DRAINAGE SHALL BE MAINTAINED AWAY FROM THE PORTABLE SOIL SHALL NOT BE PLACED AGAINST THE PORTABLE SKirting.

LEGEND

STORM DRAIN CLEANOUT	SD
ROOF DRAIN LINE	RD
FOOTING DRAIN LINE	FD
TC = TOP OF CURB	
TW = TOP OF WALL	
BW = BOTTOM OF WALL	
FG = FINISH GRADE	
EG = EXISTING GRADE	

KEYNOTES

- PROVIDE STORM DRAIN CLEANOUT PER DETAIL. INVERT PER PLAN.
- ROOF DOWNSPOUT CONNECTION, SEE GENERAL NOTE 4.
- CONNECT TO EXISTING CATCH BASIN IE+57.75. CONTRACTOR SHALL VERIFY EXISTING LOCATION, DEPTH AND MATERIAL OF EXISTING CATCH BASIN PRIOR TO ORDERING MATERIALS AND CONSTRUCTING.
- CONNECT TO EXISTING CATCH BASIN IE+57.75. CONTRACTOR SHALL VERIFY EXISTING LOCATION, DEPTH AND MATERIAL OF EXISTING CATCH BASIN PRIOR TO ORDERING MATERIALS AND CONSTRUCTING.
- ADJUST MONITORING WELL RM TO FINISH GRADE.
- PROVIDE AREA DRAIN PER DETAIL.



CALL 48 HOURS
BEFORE YOU DIG
1-800-424-5555

THESE DRAWINGS ARE NOT TO BE
USED FOR CONSTRUCTION UNLESS
SIGNED BY THE REVIEWING AGENCY

CH Engineer
Structural Engineer
Landscape Architect
Community Planner
Land Surveyor
Hydrologist

AHBL
TACOMA · SEATTLE
SPOKANE · TRI-CITIES
1200 9th Avenue, Suite 1020 Seattle, WA 98101
206.387.2425 TEL 206.387.2428 FAX www.ahbl.com WEB

Project Title
**SALTAR'S POINT
ELEMENTARY SCHOOL
MODULAR BUILDING**

Client
**STEILACOOM HISTORICAL
SCHOOL DISTRICT NO. 1**
180 CHAMBERLAIN STREET
STEILACOOM, WA 98580
BILL FRYZ
(206) 855-2228

Job No.
P028116

Issue Set & Date:

BID SET
January, 2013



NOTICE
A portion of the project was prepared by
a student of the University of Washington
under the supervision of the Engineer.
The student's name is [redacted] and the
project is [redacted].

Revisions:
Sheet Title
**GRADING AND DRAINAGE
PLAN**
Designed By: MR
Drawn By: FMK
Checked By: RLF
Sheet No.

C3.1
4 of 8 Sheets

REGULAR SCHOOL BOARD MEETING

TO: Members, Steilacoom Historical School District Board of Directors

ISSUE: <u> x </u>	ACTION INFORMATION	<u>Approval of Capital Budget – District Transportation Facility</u>
---------------------	--------------------	--

The Steilacoom Historical School District, with the assistance of ESD 112 Construction Services Group (CSG), has identified projected costs for the new district transportation facility to be located on International Place in DuPont. Through the assistance of CSG, site engineering is complete and thorough cost-estimating is complete.

The estimated cost for the project is \$1,540,961.00, including soft costs (e.g. design, engineering, permitting, etc.) and actual construction costs. This includes contingencies. The pre-application meeting with the City of DuPont is complete and we are confident that the budget amount proposed is realistic.

As the Board knows, the current transportation facility is too small, is functionally obsolete, and is not ideally located. The newly proposed facility is located in closer proximity to the majority of our students' residences and will result in increased fuel efficiency (due to reduced "empty driving miles").

There are sufficient funds in the district's Capital Projects Fund, primarily due to proceeds from property sales, to meet this obligation.

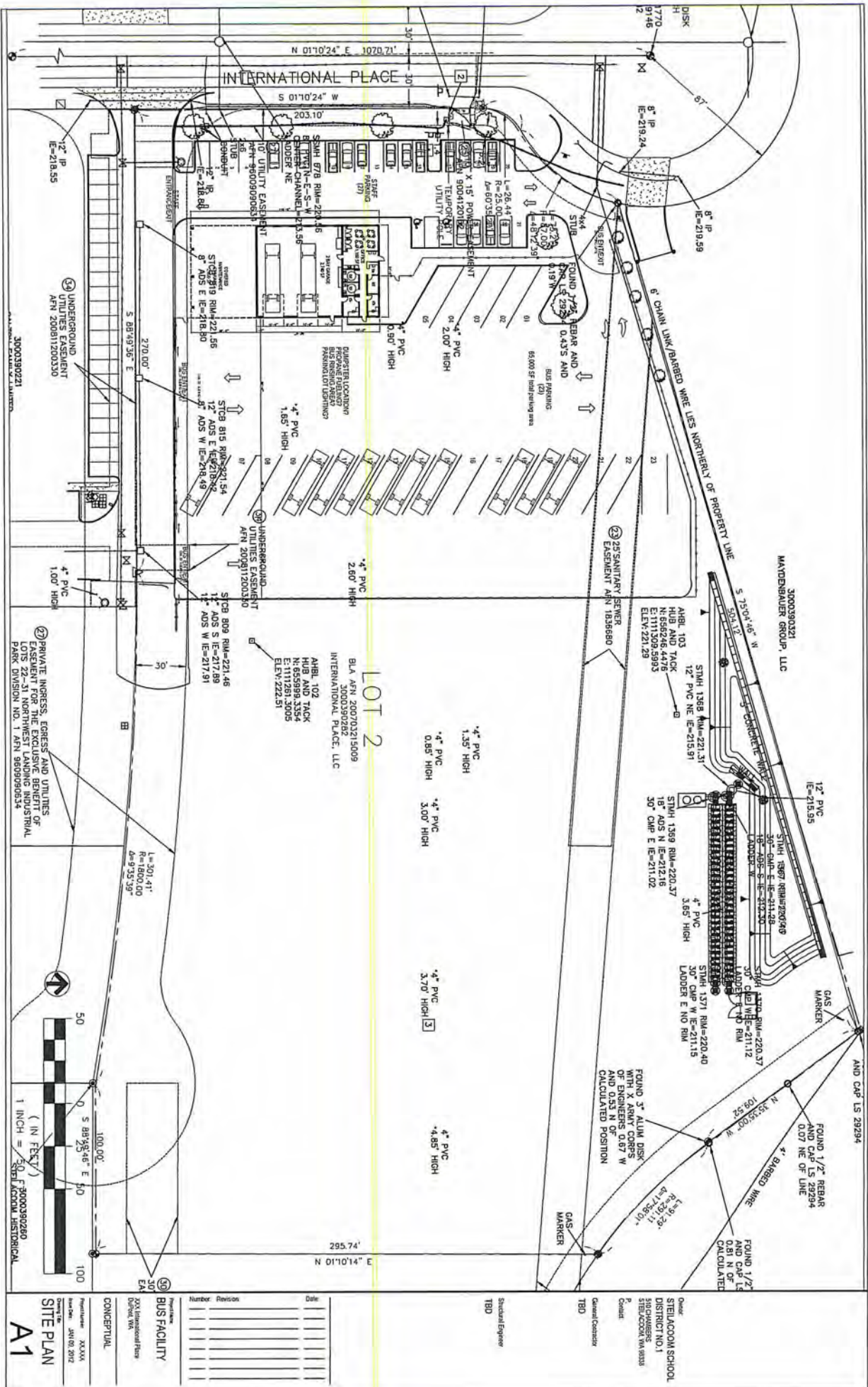
FISCAL IMPLICATIONS:

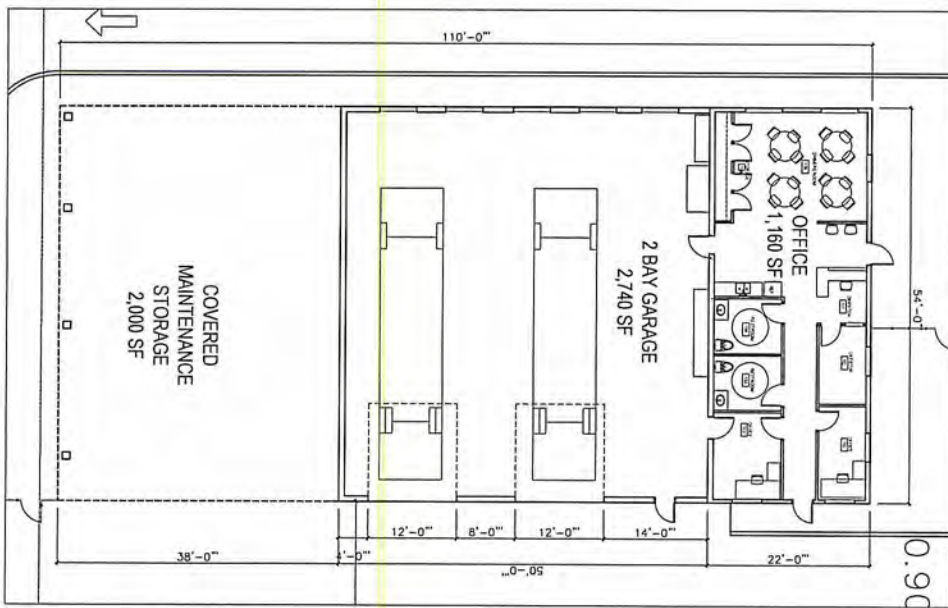
\$1,540,961.00 expenditure from the Capital Projects fund.

It is the recommendation of the Superintendent to approve a budget for the Transportation Facility in the amount of \$1,540,961.00.

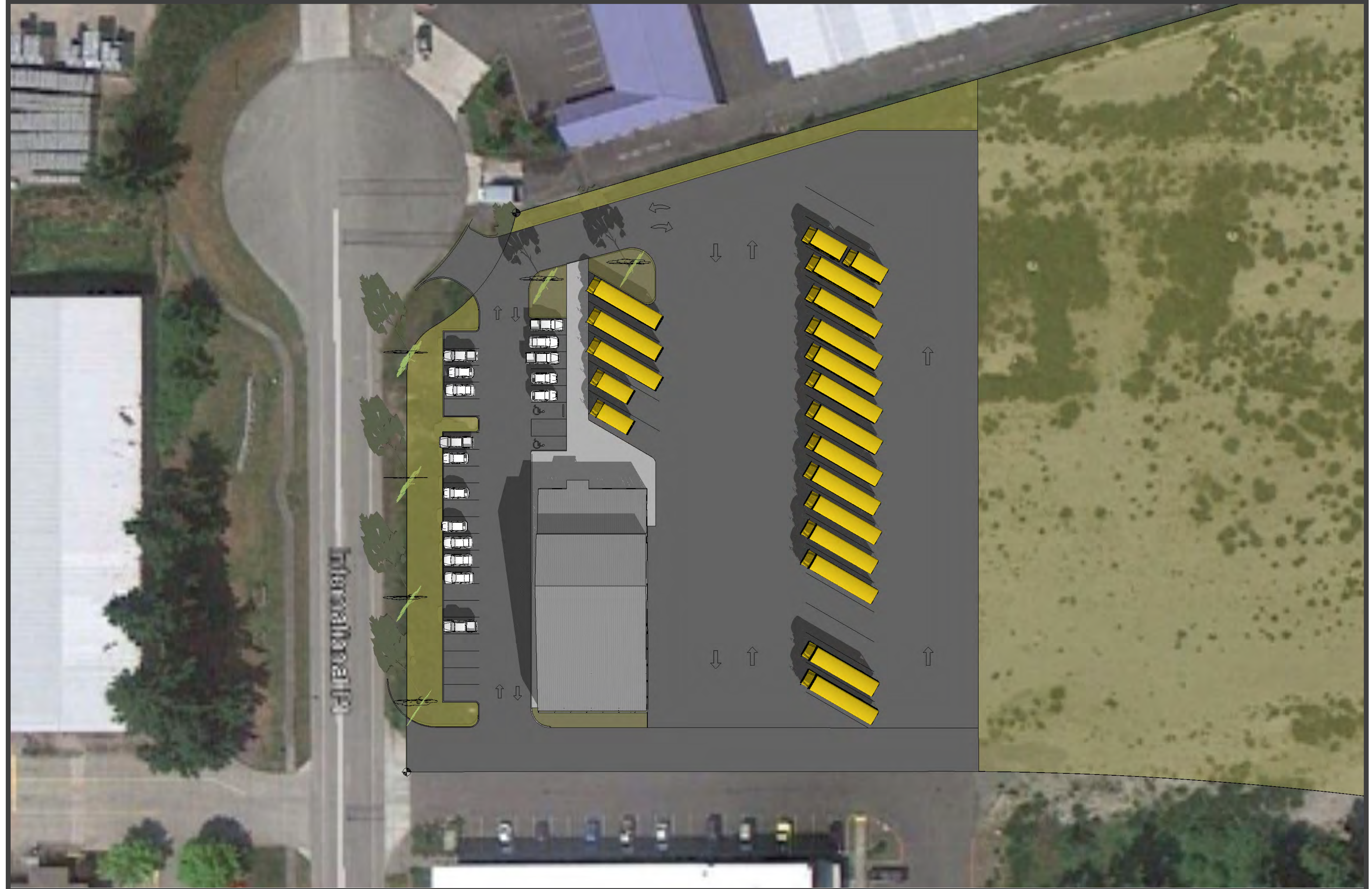
Report prepared by:

William Fritz, Superintendent, Kelley Wilson, ESD 112 Construction Services Group, & LeeRae Ball, Executive Director for Finance and Operations.





Owner: STELLACOM SCHOOL DISTRICT NO. 1
 500 CAMDEN ST.
 STELLACOM, VA 22188
 P.
 Contact:
 General Contractor: TBD
 Structural Engineer: TBD
 Project Name: BUS FACILITY
 3000 International Plaza
 Dulles, VA
 Conceptual
 Project Number: XXXXX
 Issue Date: FEB 07, 2013
 Drawing Title: FLOOR PLAN
 A2



**ENVIRONMENTAL CHECKLIST
CAPITAL FACILITIES PLAN
January 9, 2013**

A. BACKGROUND

1. Name of proposed project, if applicable:

The adoption of the Steilacoom Historical School District's 2012-2018 Capital Facilities Plan ("Capital Facilities Plan") for the purposes of planning for the District's facilities needs. The Town of Steilacoom, the City of DuPont, and Pierce County, will incorporate the District's Capital Facilities Plan into their Comprehensive Plans. A copy of the District's Capital Facilities Plan is available for review at the District's Administrative office.

2. Name of applicant:

Steilacoom Historical School District No. 1.

3. Address and phone number of applicant and contact person:

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

Contact Person: Ms. LeeRae Ball, Executive Director for Finances and Operations

Telephone: (253) 983.2200

4. Date checklist prepared: December 7th, 2012

5. Agency requesting checklist: Steilacoom Historical School District No 1.

6. Proposed timing or schedule (including phasing, if applicable):

The Capital Facilities Plan is scheduled to be adopted by the District on January 6, 2013. After adoption, the District will forward the Capital Facilities Plan to the Town of Steilacoom, the City of DuPont, and Pierce County, for inclusion in the Comprehensive Plans for these jurisdictions. The District will continue to update the Capital Facilities Plan annually. The projects included in the Capital Facilities Plan have been or will be subject to project-level environmental review when appropriate.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

The Capital Facilities Plan sets forth the capital improvement projects that the District plans to implement over the next six years. The Board of Directors and the District are exploring options for a new elementary school in DuPont, as well as transportation and maintenance facilities.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

The projects included in the Capital Facilities Plan have undergone or will undergo additional environmental review, when appropriate, as they are developed.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None known.

10. List any government approvals or permits that will be needed for your proposal, if known.

The District anticipates that the Town of Steilacoom, the City of DuPont, and Pierce County, will incorporate the District's Capital Facilities Plan into their Comprehensive Plans.

11. Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

This is a nonproject action. This proposal involves the adoption of the Steilacoom Historical School District's Capital Facilities Plan 2012-2018 for the purpose of planning the District's facilities needs. The District's Capital Facilities Plan will be incorporated into the Comprehensive Plans of the Town of Steilacoom, the City of DuPont, and Pierce County. The projects included in the Capital Facilities Plan have been or will be subject to project-level environmental review when appropriate. A copy of the Capital Facilities Plan may be viewed at the District's Administrative office.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

A map of the District is included with the Capital Facilities Plan.

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site (circle one): Flat, rolling, hilly, steep slopes, mountainous, other.

The Steilacoom Historical School District is comprised of a variety of topographic land forms and gradients. Specific topographic characteristics of the sites at which the projects included in the Capital Facilities Plan are located have been or will be identified during project-level environmental review when appropriate.

b. What is the steepest slope on the site (approximate percent slope)?

Specific slope characteristics at the sites of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.

Specific soil types found at the sites of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

Unstable soils may exist within the Steilacoom Historical School District. Specific soil limitations on individual project sites have been or will be identified at the time of project-level environmental review when appropriate.

e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.

Individual projects included in the Capital Facilities Plan have been or will be subject, when appropriate, to project-level environmental review and local approval at the time of proposal. Proposed grading projects, as well as the purpose, type, quantity, and source of any fill materials to be used have been or will be identified at that time.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

It is possible that erosion could occur as a result of the construction projects currently proposed in the Capital Facilities Plan. The erosion impacts of the individual projects have been or will be evaluated on a site-specific basis at the time of project-level environmental review when appropriate. Individual projects have been or will be subject to local approval processes.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings?)

The construction projects included in the Capital Facilities Plan have required or will require the construction of impervious surfaces. The extent of any impervious cover constructed will vary with each project included in the Capital Facilities Plan. This issue has been or will be addressed during project-level environmental review when appropriate.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

The erosion potential of the projects included in the Capital Facilities Plan and appropriate control measures have been or will be addressed during project-level environmental review when appropriate. Relevant erosion reduction and control requirements have been or will be met.

2. Air

a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, and industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.

Various emissions, many construction-related, may result from the individual projects included in the Capital Facilities Plan. The air-quality impacts of each project have been or will be evaluated during project-level environmental review when appropriate. Please see the Supplemental Sheet for Nonproject Actions.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Any off-site sources of emissions or odor that may affect the individual projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

The individual projects included in the Capital Facilities Plan have been or will be subject to project-level environmental review and relevant local approval

processes when appropriate. The District has been or will be required to comply with all applicable air regulations and air permit requirements. Proposed measures specific to the individual projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate. Please see the Supplemental Sheet for Nonproject Actions.

3. Water

a. Surface:

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

There is a network of surface water bodies within the Steilacoom Historical School District. The surface water bodies that are in the immediate vicinity of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate. When necessary, the surface water regimes and flow patterns have been or will be researched and incorporated into the designs of the individual projects.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

The projects included in the Capital Facilities Plan may require work near the surface waters located within the Steilacoom Historical School District. Applicable local approval requirements have been or will be satisfied.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Information with respect to the placement or removal of fill and dredge material as a component of the projects included in the Capital Facilities Plan has been or will be provided during project-level environmental review when appropriate. Applicable local regulations have been or will be satisfied.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

Any surface water withdrawals or diversions required in connection with the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

Each project included in the Capital Facilities Plan, if located in a floodplain area, has been or will be required to meet applicable local regulations for flood areas.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

Specific information regarding the discharge of waste materials that may be required as a result of the projects included in the Capital Facilities Plan has been or will be provided during project-level environmental review when appropriate. Please see the Supplemental Sheet for Nonproject Actions.

b. Ground:

1) Will groundwater be withdrawn, or will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

Individual projects included in the Capital Facilities Plan may impact groundwater resources. The impact of the individual projects included in the Capital Facilities Plan on groundwater resources has been or will be addressed during project-level environmental review when appropriate. Each project has been or will be subject to applicable local regulations. Please see the Supplemental Sheet for Nonproject Actions.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals . . . ;

agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

The discharges of waste material that may take place in connection with the projects included in the Plan have been or will be addressed during project-level environmental review.

c. Water Runoff (including storm water):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Individual projects included in the Capital Facilities Plan may have stormwater runoff consequences. Specific information regarding the stormwater impacts of each project has been or will be provided during project-level environmental review when appropriate. Each project has been or will be subject to applicable local stormwater regulations.

2) Could waste materials enter ground or surface waters? If so, generally describe.

The projects included in the Capital Facilities Plan may result in the discharge of waste materials into ground or surface waters. The specific impacts of each project on ground and surface waters have been or will be identified during project-level environmental review when appropriate. Each project has been or will be subject to all applicable regulations regarding the discharge of waste materials into ground and surface waters. Please see the Supplemental Sheet for Nonproject Actions.

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:

Specific measures to reduce or control runoff impacts associated with the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

4. Plants:

a. Check or circle types of vegetation found on the site:

- ☐ deciduous tree: alder, maple, aspen, other
- ☐ evergreen tree: fir, cedar, pine, other
- ☐ shrubs
- ☐ grass
- ☐ pasture
- ☐ crop or grain
- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation

A variety of vegetative zones are located within the Steilacoom Historical School District. Inventories of the vegetation located on the sites of the projects proposed in the Capital Facilities Plan have been or will be developed during project-level environmental review when appropriate.

b. What kind and amount of vegetation will be removed or altered?

Some of the projects included in the Capital Facilities Plan may require the removal or alteration of vegetation. The specific impacts on vegetation of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate.

c. List threatened or endangered species known to be on or near the site.

The specific impacts to these species from the individual projects included in the Capital Facilities Plan have been or will be determined during project-level environmental review when appropriate.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Measures to preserve or enhance vegetation at the sites of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate. Each project is or will be subject to applicable local landscaping requirements.

5. Animals:

a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:

birds: hawk, heron, eagle, songbirds, other: _____

mammals: deer, bear, elk, beaver, other: _____

fish: bass, salmon, trout, herring, shellfish, other: _____

An inventory of species that have been observed on or near the sites of the projects proposed in the Capital Facilities Plan has been or will be developed during project-level environmental review when appropriate.

b. List any threatened or endangered species known to be on or near the site.

Inventories of threatened or endangered species known to be on or near the sites of the projects included in the Capital Facilities Plan have been or will be developed during project-level environmental review when appropriate.

c. Is the site part of a migration route? If so, explain.

The impacts of the projects included in the Capital Facilities Plan on migration routes have been or will be addressed during project-level environmental review when appropriate.

d. Proposed measures to preserve or enhance wildlife, if any:

Appropriate measures to preserve or enhance wildlife have been or will be determined during project-level environmental review when appropriate.

6. Energy and Natural Resources:

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

The State Board of Education requires the completion of a life-cycle cost analysis of all heating, lighting, and insulation systems before it will permit specific school projects to proceed. The energy needs of the projects included in the Capital Facilities Plan have been or will be determined at the time of

specific engineering and site design planning when appropriate. Please see the Supplemental Sheet for Nonproject Actions.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe:

The impacts of the projects included in the Capital Facilities Plan on the solar potential of adjacent projects have been or will be addressed during project-level environmental review when appropriate.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

Energy conservation measures proposed in connection with the projects included in the Capital Facilities Plan have been or will be considered during project-level environmental review when appropriate.

7. Environmental Health:

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe.

Please see the Supplemental Sheet for Nonproject Actions.

1) Describe special emergency services that might be required.

Please see the Supplemental Sheet for Nonproject Actions.

2) Proposed measures to reduce or control environmental health hazards, if any:

The projects included in the Capital Facilities Plan comply or will comply with all current codes, standards, rules, and regulations. Individual projects have been or will be subject to project-level environmental review and local approval at the time they are developed, when appropriate.

b. Noise:

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

A variety of noises from traffic, construction, residential, commercial, and industrial areas exists within the Steilacoom Historical School District. The specific noise sources that may affect the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

The projects included in the Capital Facilities Plan may create normal construction noises that will exist on short-term basis only. The construction projects could increase traffic around the construction sites on a short-term basis. Please see the Supplemental Sheet for Nonproject Actions.

3) Proposed measures to reduce or control noise impacts, if any:

The projected noise impacts of the projects included in the Capital Facilities Plan have been or will be evaluated and mitigated during project-level environmental review when appropriate. Each project is or will be subject to applicable local regulations.

8. Land and Shoreline Use:

a. What is the current use of the site and adjacent properties?

There are a variety of land uses within the Steilacoom School District, including residential, commercial, industrial, institutional, utility, open space, recreational, etc.

b. Has the site been used for agriculture? If so, describe.

The known sites for the projects included in the Capital Facilities Plan have not been used recently for agriculture.

c. Describe any structures on the site.

The structures located on the sites for the projects included in the Capital Facilities Plan have been or will be identified and described during project-level environmental review when appropriate.

d. Will any structures be demolished? If so, what?

The structures that will be demolished as a result of the projects included in the Capital Facilities Plan, if any, have been or will be identified during project-level environmental review when appropriate.

e. What is the current zoning classification of the site?

The sites that are covered under the Capital Facilities Plan have a variety of zoning classifications under the applicable zoning codes. Site-specific zoning information has been or will be identified during project-level environmental review when appropriate.

f. What is the current comprehensive plan designation of the site?

Inventories of the comprehensive plan designations for the sites of the projects included in the Capital Facilities Plan have been or will be completed during project-level environmental review when appropriate.

g. If applicable, what is the current shoreline master program designation of the site?

Shoreline master program designations of the sites of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review when appropriate.

h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify.

Any environmentally sensitive areas located on the sites of the projects included in the Capital Facilities Plan have been or will be identified during project-level environmental review.

i. Approximately how many people would reside or work in the completed project?

The Steilacoom Historical School District currently serves approximately 3,000 students. Enrollment is expected to continue to increase. The District employs approximately 300 people.

j. Approximately how many people would the completed project displace?

Any displacement of people caused by the projects included in the Capital Facilities Plan has been or will be evaluated during project-level environmental review when appropriate. However, it is not anticipated that the Capital Facilities Plan, or any of the projects contained therein, will displace any people.

k. Proposed measures to avoid or reduce displacement impacts, if any:

Individual projects included in the Capital Facilities Plan have been or will be subject to project-level environmental review and local approval when appropriate. Proposed mitigating measures have been or will be developed at that time, when necessary.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The compatibility of the specific projects included in the Capital Facilities Plan with existing uses and plans has been or will be assessed as part of the comprehensive planning process and during project-level environmental review when appropriate.

9. Housing:

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

No housing units would be provided in connection with the completion of the projects included in the Capital Facilities Plan.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

It is not anticipated that the projects included in the Capital Facilities Plan will eliminate any housing units. The impacts of the projects included in the Capital Facilities Plan on existing housing have been or will be evaluated during project-level environmental review when appropriate.

c. Proposed measures to reduce or control housing impacts, if any:

Measures to reduce or control any housing impacts caused by the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

10. Aesthetics:

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

The aesthetic impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

b. What views in the immediate vicinity would be altered or obstructed?

The aesthetic impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

c. Proposed measures to reduce or control aesthetic impacts, if any:

Appropriate measures to reduce or control the aesthetic impacts of the projects included in the Capital Facilities Plan have been or will be determined on a project-level basis when appropriate.

11. Light and Glare:

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

The light or glare impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review, when appropriate.

b. Could light or glare from the finished project be a safety hazard or interfere with views?

The light or glare impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

c. What existing off-site sources of light or glare may affect your proposal?

Off-site sources of light or glare that may affect the projects included in the Capital Facilities Plan have been or will be evaluated during project-level environmental review when appropriate.

d. Proposed measures to reduce or control light and glare impacts, if any:

Proposed measures to mitigate light and glare impacts have been or will be addressed during project-level environmental review when appropriate.

12. Recreation:

a. What designated and informal recreational opportunities are in the immediate vicinity?

There are a variety of formal and informal recreational facilities within the Steilacoom Historical School District.

b. Would the proposed project displace any existing recreational uses? If so, describe.

The recreational impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review

when appropriate. The projects included in the Capital Facilities Plan, including proposed new school facilities, may enhance recreational opportunities and uses.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:**

Adverse recreational effects of the projects included in the Capital Facilities Plan have been or will be subject to mitigation during project-level environmental review when appropriate. School facilities usually provide recreational facilities to the community in the form of play fields and gymnasiums.

13. Historic and Cultural Preservation:

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.**

There are no known places or objects listed on, or proposed for, such registers for the project sites included in the Capital Facilities Plan. The existence of historic and cultural resources on or next to the sites has been or will be addressed in detail during project-level environmental review when appropriate.

- b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.**

An inventory of historical sites at or near the sites of the projects included in the Capital Facilities Plan has been or will be developed during project-level environmental review when appropriate.

- c. Proposed measures to reduce or control impacts, if any:**

Appropriate measures will be proposed on a project-level basis when appropriate.

14. Transportation:

- a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any.**

The impacts on public streets and highways of the individual projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

- b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?**

The relationship between the specific projects included in the Capital Facilities Plan and public transit has been or will be addressed during project-level environmental review when appropriate.

- c. How many parking spaces would the completed project have? How many would the project eliminate?**

Inventories of parking spaces located at the sites of the projects included in the Capital Facilities Plan and the impacts of specific projects on parking availability have been or will be conducted during project-level environmental review when appropriate.

- d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).**

The need for new streets or roads, or improvements to existing streets and roads has been or will be addressed during project-level environmental review when appropriate.

- e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

Use of water, rail, or air transportation has been or will be addressed during project-level environmental review when appropriate.

- f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur.**

The traffic impacts of the projects included in the Capital Facilities Plan have been or will be addressed during project-level environmental review when appropriate.

g. Proposed measures to reduce or control transportation impacts, if any:

The mitigation of traffic impacts associated with the projects included in the Capital Facilities Plan has been or will be addressed during project-level environmental review when appropriate.

15. Public Services:

a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe.

The District does not anticipate that the projects identified in the Capital Facilities Plan will significantly increase the need for public services.

b. Proposed measures to reduce or control direct impacts on public services, if any.

New school facilities have been or will be built with automatic security systems, fire alarms, smoke alarms, heat sensors, and sprinkler systems.

16. Utilities:

a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.

Electricity, natural gas, water, refuse service, telephone, and sanitary sewer utilities are available at the known sites of the projects included in the Capital Facilities Plan. The types of utilities available at specific project sites have been or will be addressed in more detail during project-level environmental review when appropriate.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Utility revisions and construction needs have been or will be identified during project-level environmental review when appropriate.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Date Submitted: _____

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

1. How would the proposal be likely to increase the discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

To the extent the Capital Facilities Plan makes it more likely that school facilities will be constructed, some of these environmental impacts may be more likely. Additional impermeable surfaces, such as roofs, access roads, and sidewalks could increase stormwater runoff, which could enter surface or ground waters. Heating systems, emergency generators, and other school equipment that is installed pursuant to the Capital Facilities Plan could result in air emissions. The projects included in the Capital Facilities Plan should not require the production, storage, or release of toxic or hazardous substances, with the possible exception of the storage of diesel fuel or gasoline for emergency generating equipment. The District does not anticipate a significant increase in the production of noise from its facilities, although the projects included in the Capital Facilities Plan will increase the District's student capacities.

Proposed measures to avoid or reduce such increases are:

Proposed measures to mitigate any such increases described above have been or will be addressed during project-level environmental review when appropriate. Stormwater detention and runoff will meet applicable County and/or City requirements and may be subject to National Pollutant Discharge Elimination System ("NPDES") permitting requirements. Discharges to air will meet applicable air pollution control requirements. Fuel oil will be stored in accordance with local and state requirements.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The Capital Facilities Plan itself will have no impact on these elements of the environment. The projects included in the Capital Facilities Plan may require clearing plants off of the project sites and a loss to animal habitat. These impacts have been or will be addressed in more detail during project-level environmental review when appropriate. The projects included in the Plan are not likely to generate significant impacts on fish or marine life.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Specific measures to protect and conserve plants, animals, and fish cannot be identified at this time. Specific mitigation proposals will be identified, however, during project-level environmental review when appropriate.

3. How would the proposal be likely to deplete energy or natural resources?

The construction of the projects included in the Capital Facilities Plan will require the consumption of energy.

Proposed measures to protect or conserve energy and natural resources are:

The projects included in the Capital Facilities Plan will be constructed in accordance with applicable energy efficiency standards.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The Capital Facilities Plan and individual projects contained therein should have no impact on these resources.

Proposed measures to protect such resources or to avoid or reduce impacts are:

Appropriate measures have been or will be proposed during project-level environmental review when appropriate. Updates of this Plan will be coordinated with Town of Steilacoom, the City of DuPont, and Pierce County, as part of the Growth Management Act process, one of the purposes of which is to protect environmentally sensitive areas. To the extent the District's facilities planning process is part of the overall growth management planning process, these resources are more likely to be protected.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The Capital Facilities Plan will not have any impact on land or shoreline use that is incompatible with existing comprehensive plans, land use codes, or shoreline management plans. The District does not anticipate that the Capital Facilities Plan or the projects contained therein will directly affect land and shoreline uses in the area served by the District.

Proposed measures to avoid or reduce shoreline and land use impacts are:

No measures to avoid or reduce land use impacts resulting from the Capital Facilities Plan or the projects contained therein are proposed at this time.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The construction projects included in the Capital Facilities Plan may create temporary increases in the District's need for public services and utilities. The new school facilities will increase the District's demands on transportation and utilities. These increases are not expected to be significant.

Proposed measures to reduce or respond to such demand(s) are:

No measures to reduce or respond to such demands are proposed at this time.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The Capital Facilities Plan will not conflict with any laws or requirements for the protection of the environment.

Steilacoom Historical School District No. 1



CAPITAL FACILITIES PLAN

2012 - 2018

January 2013

**Steilacoom Historical School
District No. 1**
510 Chambers Street
Steilacoom, WA 98388
(253) 988-2200

Board of Directors

Mr. Mike Winkler

Mr. Samuel Scott

Mr. Donald Denning

Mr. Kevin Callanan

Ms. Yoshie Wong

Mr. Bill Fritz, Superintendent

Prepared by the
Steilacoom Historical School District No. 1

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STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1
BUILDING SITE AND SCHEDULES

ADMINISTRATIVE OFFICE
510 CHAMBERS STREET
STEILACOOM, WA 98388
WEB SITE: www.steilacoom.k12.wa.us

DISTRICT OFFICE
510 Chambers Street
Steilacoom, WA 98388

(253) 983-2200
(253) 584-7198 (fax)

Mr. Bill Fritz - Superintendent
Ms. LeeRae Ball - Executive Director of
Finance and Operations
Ms. Susanne Beauchaine- Executive
Director of Student Services
Ms. Kathi Weight - Executive Director for
Student Achievement and Human
Resources
Ms. Nancy McClure - Principal
Ms. Michele Hildebrand- Office Manager
Ms. Lanae Olson - Counselor

CHERRYDALE PRIMARY SCHOOL
1201 Galloway
Steilacoom, WA 98388

(253) 983-2500
(253) 583-8478 (fax)

Ms. Nancy McClure - Principal
Ms. Michele Hildebrand- Office Manager
Ms. Lanae Olson - Counselor

CHLOE CLARK ELEMENTARY SCHOOL
1700 Palisades Blvd
DuPont, WA 98327

(253) 583-7100
(253) 964-0935 (fax)

Mr. Gary Yoho - Principal
Ms. Melissa McGann - Office Manager
Mr. Coleman Fannin - Counselor

SALTAR'S POINT ELEMENTARY SCHOOL
908 Third Street
Steilacoom, WA 98388

(253) 983-2600
(253) 581-9083 (fax)

Mr. Joel Lang - Principal
Ms. Rita Gorman - Secretary
Mr. Kip Gillett - Counselor

ANDERSON ISLAND ELEMENTARY SCHOOL
13005 Camus Road
Anderson Island, WA 98303

(253) 884-4901
(253) 884-7835 (fax)

Ms. Kathi Weight - Administrator
Ms. Dana Ballou, Secretary/Para Educator
Ms. Lanae Olson - Counselor

PIONEER MIDDLE SCHOOL
1750 Bob's Hollow Lane
DuPont, WA 98327

(253) 583-7200
(253) 583-7292 (fax)

Mr. Andre Stout - Principal
Mr. John Nystrom - Assistant Principal
Ms. Kathy Lech - Office Manager
Ms. Rebecca Anderson - Attendance
Secretary

STEILACOOM HIGH SCHOOL
54 Sentinel Drive
Steilacoom, WA 98388

(253) 983-2300
(253) 983-2393 (fax)

Mr. Brian Hanson - Principal
Ms. Sara Graves - Assistant Principal
Mr. Michael Miller - Assistant Principal/
Athletic Director
Ms. Karen Staples - Activities Office
Secretary
Ms. Sharon Schiller - Accounts Payable
Ms. Wanda Betancourt - Registrar/
Counseling Secretary

TAB 1 INTRODUCTION

This Capital Facilities Plan (CFP) has been developed for Steilacoom Historical School District No. 1 in response to the provisions of the Growth Management Act (GMA). This report assesses the following:

- The anticipated growth within the District's boundaries;
- The anticipated school enrollment growth through the **2012-2018** planning period;
- Identifies the new school facilities required to meet the needs of this expanding student enrollment; and
- As applicable, identifies the school impact fee calculations based on the capacity projects necessary to address growth needs.

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

In the past, relief for overcrowded schools has primarily come from local residents who have supported tax levies and bond issues. Voter approval of school levies and bond issues is becoming more difficult as other interests vie for property tax dollars. In addition, many existing residents are questioning the equity of having to pay for the educational facilities of 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 **2012-2018** 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 STUDENT ACHIEVEMENT GOALS

STUDENT ACHIEVEMENT GOALS

- GOAL 1** *Read* with comprehension, *write* with skill, *listen, observe,* and *interpret* information and *communicate* clearly and effectively.
- GOAL 2** *Know* and apply the core concepts and principles of mathematics; social, physical, and life science; civics and history; geography; arts; and health and fitness.
- GOAL 3** *Think* analytically, logically, and creatively, and to integrate experience and knowledge to form reasoned judgments and solve problems.
- GOAL 4** *Understand* the importance of work and how performance, effort, and decisions directly affect career and educational opportunities.
-

TAB I 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 I DISTRICT STRATEGIC PLAN AND GOALS

GOAL 1: To expand and modernize facilities.

Strategies:

- 1.1 We will implement a plan for financing a second elementary school in DuPont/Northwest Landing to accommodate the increase in student enrollment.
- 1.2 We will review options to gain square footage in the existing schools for future expansion of programs such as special education and other programs.
- 1.3 We will complete the construction for expansion and modernization of the current Steilacoom High School. (Completed 2009) We will review options to purchase adjacent property to the existing High School if it becomes available (Land purchase completed in 2011) for the eventual expansion for career and technical education additional classroom capacity and special education.
- 1.4 We will complete the construction of the new Pioneer Middle School to facilitate increases in student enrollment. (Completed August 2008)
- 1.5 We will prioritize needs for modernization of existing facilities.
- 1.6 We will review current needs in order to establish a preventative maintenance plan to secure building safety and put funds aside for ongoing maintenance needs. (Preventative Plan established in 2011)

GOAL 2: To raise expectations and maximize student achievement for all students.

Strategies:

- 2.1 We will develop a five-year plan and implement clearly articulated K-12 strategies.
- 2.2 We will align K-12 learning expectations with instruction and assessment strategies.
- 2.3 We will develop a goal setting process that focuses staff, students, and schools on continuous progress towards improved achievement and career opportunities.
- 2.4 We will implement a technology plan that will prepare our students to use technology as a learning tool.
- 2.5 We will develop a district-wide computer network to assist in communication and management of services.

GOAL 3: To develop and maintain an active partnership between schools, parents, businesses, and community.

Strategies:

3.1 We will promote shared responsibility between parents, community, and schools to maximize student achievement.

3.2 We will encourage parent and community volunteerism in schools.

3.3 We will identify and develop essential school-to-work skills through community partnerships.

3.4 We will increase parent and community involvement in school and district decision-making.

GOAL 4: To provide a safe, secure and caring educational environment for all learners.

Strategies:

4.1 We will review procedures and develop consistency in K-12 student behavior expectations and discipline guidelines.

4.2 We will maintain a Zero Tolerance Policy for student possession of guns and other weapons.

4.3 We will review programs and instructional strategies to provide for the needs of diverse learners.

4.4 We will maintain a Zero Tolerance Policy for drug/alcohol and tobacco use.

4.5 We will maintain security of facilities and investigate the use of building security systems.

4.6 We will maintain policies and procedures to prevent harassment, intimidation and bullying.

GOAL 5: To promote and support fiscal alignment with district goals.

Strategies:

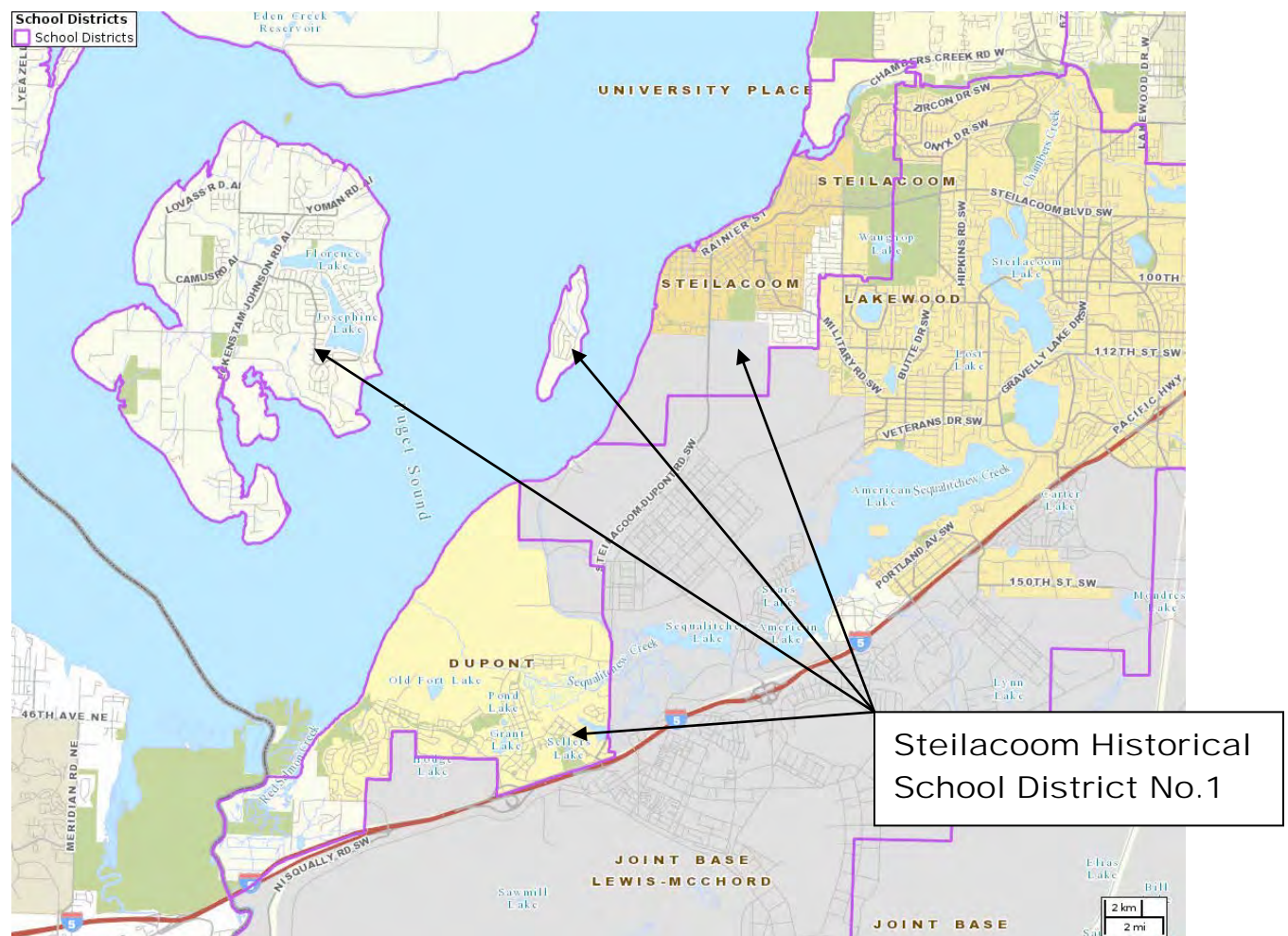
5.1 We will allocate resources equitably to meet other needs.

5.2 We will conduct a management and operational review to establish district priorities for improvement.

5.3 We will review all fiscal expenditures and build a budget based on greatest need to improve student achievement (0 base).

5.4 We will develop a long-range financial plan to increase reserve funding and provide for facility needs and preventative maintenance.

TAB I 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 SF areas for the individual facilities within the district as reviewed by District staff. The numbers below do not include SF areas for portable buildings but do include covered outdoor play areas. The Washington State's Office of the Superintendent for Public Instruction's School Facility Inventory of Permanent School Facilities Report will be updated per the numbers listed below.

2012 Steilacoom Historical School District Facility Inventory						
School	Location	Grades	SF as of 2006	Added/New SF	Year SF added	2012 Total SF
Anderson Island ES	Anderson Island	K-5	1,680	2,865	2007	4,545
Cherrydale Primary	Steilacoom	K-3w/full day K and pre-K	40,487	0		40,487
Salter's Point ES	Steilacoom	4-5 (all district)	53,039	0		53,039
Chloe Clark ES	DuPont	K-3 w/full day K and pre-K	22,100	37,734	2006	59,835
Pioneer Middle School	DuPont	6-8 (all district)		104,707	2008	104,707
Steilacoom High School	Steilacoom	9-12 (all district)	112,800	23,091	2009	135,891

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		Sentinel Drive
1986	District Office		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		

2. Land/Parcel holdings for future growth

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 parcel's east boundary faces Steilacoom/DuPont Highway. The District sold this property and used a portion of the sale proceeds to acquire a 14.71 acre site located on Manchester Place within the City of DuPont and a 5.3 acre site located on International Place within the City of DuPont.

This newly acquired 14.71 acre site in DuPont is intended to serve as the location for a future new elementary school. The 5.3 acre site on International Place is ideally suited for transportation and maintenance facilities.

In its long range planning, the District has analyzed smaller parcels it owns that cannot support the size of facilities at any grade level and considered the sale of those parcels to fund its long

range capital facility or future land acquisition funding strategies. The District completed the process necessary to declare the parcel at Saltar's Point Elementary School as surplus property. The 15.13 acre parcel was sold to Pierce County Conservation Futures in October 2008.

In October 2008, the Board directed the Superintendent to have the Cherrydale Woods property surveyed and divided into three parcels. In 2011, the District sold two of the three parcels behind Cherrydale Primary School to Pierce County as a part of the Conservation Futures Conservatory for permanent County green space/wetlands. The remaining parcel, Parcel C, is vacant and was recently declared surplus. The District is in the process of finalizing the sale of Parcel C to the Town of Steilacoom.

In 2011, The District purchased a 13.5 acre parcel directly north of Steilacoom High School. It is the intent of the District and the Board to utilize this site for a future addition to the high school, additional parking and athletic fields (i.e., fast pitch 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. Until the new building was erected, the old building was used.

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, Steilacoom voters rejected it. A second election, held in the following year, however, 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. Arrangements were made to house Cherrydale Primary students in vacant classrooms throughout the Clover Park School District, while Saltar's Point Elementary students were transported to Parkway Elementary School at Ft. Lewis. Cherrydale Primary students returned to their renovated school in February 1999, while Saltar's Point Elementary students returned to their new school in the fall of that year. To accommodate school-age students in the DuPont/Northwest Landing 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.

In April 2002, the board chartered the Facilities Committee to gather and analyze information, evaluate facilities options and conduct hearings about the District's facilities. A vision statement was prepared to guide the facilities planning and policy process.

The committee's recommendations were to:

1. Build a new high school at the district-owned DuPont, WA site.
2. Convert the current high school to a middle school.
3. Complete Chloe Clark Elementary school.

In May 2003, the Steilacoom Historical School District No. 1's Board of Directors unanimously approved Resolution 472-05-21-03. The resolution supported the recommendations of the Facilities Committee and the Board's Long-Term Facilities Vision.

In 2004 and 2005, the Board reviewed the student enrollment projections against its 2005 State Study and Survey and studied the earlier recommendations by the Facilities Committee. The Board of Directors studied the long range facility plan further. Based on Pierce County and District demographics data, projected enrollment, near and long term financial plans, assessed valuations and District land capacities, the Board of Directors voted to amend the previously adopted resolution to permit the District to construct a replacement new middle school, expand and modernize the high school, increase the capacity of Chloe Clark Elementary School and replace the multi-purpose room at Anderson Island Elementary School.

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 Pierce County Auditor's Office validated the vote on May 27, 2005 with Approved 2,631 (62.57%); Rejected 1,547 (37.43%) votes. The District anticipated receiving approximately \$7.1 million dollars in state match dollars.

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 anticipated Washington State Office of Superintendent of Public Instruction 'state match' was approximately \$7.1 million dollars for this program. Due to prudent planning and a higher than anticipated state match cost per square foot factor, the District received \$5,087,870 in state match allocation for Pioneer Middle School and \$12,078,446 for Steilacoom High School.

In 2011, The District sold to Pierce County two parcels totaling 3.0 acres as part of a land conservation grant program. This area is commonly referred to as the Cherrydale Woods. This

land is adjacent to Cherrydale Elementary School. The District is in the process of finalizing the sale to the Town of Steilacoom a 1.64 acre parcel of land, referred to as Parcel C, next to the school.

Also in 2011, air conditioning was added to the classrooms at Pioneer Middle School. Snow guards were added to the roofs as well.

Anderson Island Elementary School's administrative and cafeteria building received improvements to provide more functional cafeteria, kitchen, administrative staff and community areas. The campus wide fire alarm system was serviced and has been brought up to current code standards.

The parcel and structure known as the "Yellow House" located to the east of the District Office at the SE corner of Chambers and Sequash Street was sold in late 2012.

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.

4. Future Capital Facility Plans

The district's projected enrollment growth will continue to be focused in the near term at the elementary grade levels and in particular the City of DuPont area where the population growth continues. In addition, in 2010, the Washington State Legislature passed House Bill 2776, which requires implementation of full day Kindergarten by the school year 2017-18. To meet these capacity needs, the Board envisions the potential need for another elementary school in DuPont. Chloe Clark Elementary School's Phase II & III projects have been completed. The Board of Directors and the District have explored options for the location of a new elementary school and have found the newly acquired 14.71 acres to be very well suited as the location for a future elementary school. The District plans to construct the first phase of 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. The addition of a modular building containing two classrooms is planned for utilization at the start of 2013-2014 school year.

The Board of Directors expressed the need to relocate and build a facility to house maintenance and transportation staff and equipment for the District. With the sale of the 30 acre parcel in DuPont and the consequential acquisition of 5.3 acres on International Place in DuPont, conceptual design has begun for utilizing the 5.3 acre site for a transportation facility.

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 since the current administrative facility does not provide adequate space. In 2011, the district received a state energy grant that included a new heating system for the 1918 building. A conceptual design and feasibility study are under way to better understand the

associated costs in converting the 1918 Building into an administrative building that would enable all of the District's administrative staff to be housed in one building.

Speculation on Anderson Island's growth may, in the long term, impact Steilacoom elementary school enrollment growth.

The District's 2005 Capital Improvement Program and the approved conditional use permit for Steilacoom High School made provisions for the addition of four future classrooms onto the new design of Steilacoom High School. In addition, the District reviewed the option to purchase adjacent property to the High School to allow for future expansion. This 13.50 acre parcel was purchased by the District in late 2010.

At Pioneer Middle School, four additional classrooms could be added onto the new school but a separate conditional use permit would be required. These potential build-outs could accommodate up to 125 additional students at the middle and high school levels.

TAB II PARCEL SUMMARY BY LOCATION

The following tab contains information on the District's parcels.

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.
Old Pioneer Middle School Site	511 Chamber Steilacoom	2305000600	3.26	Currently considering to convert into an administrative building
Bus Barn and Upper Field	710 Chambers Steilacoom	6655200310 6655200160	1.61 1.61	Considering selling parcels
Saltar's Point Elementary School	908 3 rd St Steilacoom	7260000072	7.69	2008 New parcel number 7260000072
Saltar's Point Elementary School Vacant Undeveloped Parcel	Steilacoom	0219063073	15.13	Sold to Pierce County Futures Conservation Oct. 2008
Cherrydale Primary School,	1201 Galloway Steilacoom	0219052048	7.24	Parcels 0219052045 and 0219052046 were sold to Pierce County in 2011.
Cherrydale Primary School Vacant Undeveloped Parcel	XXX B St Steilacoom	0219052047	1.64	Recently declared surplus; pending sale
Chloe Clark Elementary School	1700 Palisades Blvd DuPont	0119264010	10.01	
Anderson Island Elementary School	13005 Anderson Island	0119052002	N/A	Parcel is owned by the AI Park Board and is leased to SHSD
District Office	510 Chambers St Steilacoom	2305000651	.20	
Parcel with Single-Family Structure	1314 Nisqually Steilacoom	2305000640	.17	Sold in 2012
Vacant Undeveloped Parcel	Center/International Drive. DuPont	3000390060	30.84	Sold in 2012
Vacant Undeveloped Parcel	N/A Steilacoom	7615000022	13.5	Purchased in 2010
Vacant Undeveloped Parcel	Manchester Place DuPont	3001000010- 3001000050	14.71	Purchased in 2012
Vacant Undeveloped Parcel	International Place DuPont	3000390282	5.34	Purchased in 2012

TAB III STUDENT ENROLLMENT TRENDS

1. DISTRICT GROWTH

Steilacoom Historical School District No. 1 has reviewed historical demographic trends and actual enrollments. It is the belief of the District that residential growth within the City of DuPont will have a slight increase in 2013 and in the near future. This should result in a consistent K-12 student population increase from City of DuPont based students. The Steilacoom based student population is most likely to remain stable with a potential slight decrease as this has been the trend for the last year. The combined student population from the Town of Steilacoom and the City of DuPont is expected to result in a leveling off of the recent district wide decrease in current student enrollment.

Since 2002, the District has experienced significant student enrollment (actual and projected). In 2006, the Steilacoom Historical School District No. 1 entered into an agreement with K12.com to develop Washington State's first statewide Virtual Academy (WAVA). This academy included grades K-8 and saw an initial enrollment of 1,400 students in its first year of operation. The District anticipated enrollment of over 3,000 students within the first five years. This program was developed for the large number of home school students residing in Washington State. In October 2011, 1,692 students were enrolled in the WAVA. There had been a steady decrease in enrollment throughout the 2010-2011 and 2011-2012 school years. At the end of the 2011-2012 school year, the program was terminated.

The District's elementary school enrollment (Grades K-5) has grown from 966 students in 2003 to 2,815 students in 2011 (October enrollment). This explosive growth was attributed to the build out of the Northwest Landing (DuPont) area and WAVA. When comparing elementary level student enrollment numbers at the brick and mortar level only, enrollment has increased from 966 students in 2003 to 1,396 students in 2012.

During that same period, the Middle School (grades 6-8) student enrollment had grown from 529 students to 1,816 students. Again these numbers included students in WAVA. The brick and mortar enrollment for the middle school increased from 529 students in 2003 to 730 students in 2012.

Overall student enrollment for grades 9-12 increased from 675 students in 2003 to 837 (808.4 FTE) students in 2012. A potential situation existed whereby a portion of the WAVA students could have become students in the District's brick and mortar facilities.

The actual and projected growth of the elementary school student population within the District led the District to develop and implement a three year, phased grade/school realignment plan. This plan as outlined below was implemented at the beginning of the 2009-2010 school year.

- | | |
|--------------------------------------|--|
| a. Anderson Island Elementary School | Grades K to 5 th |
| b. Cherrydale Primary School: | Grades K to 3 rd |
| c. Chloe Clark Elementary School: | Grades 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

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 anticipate new students from new development within the District.

School enrollment growth and distribution over the next six years in Steilacoom School District will be influenced by several factors. A primary factor will be overall population growth in the District. A variety of housing developments are anticipated within the District boundaries primarily within the City of DuPont although at a slower pace than anticipated several years ago due to the recent economic slow-down. Joint Base Lewis McChord is currently still experiencing some growth. The transition to full day Kindergarten will also impact capacity.

The establishment of the Urban Growth Boundaries by the Pierce County Council will further influence which geographic areas will grow and develop.

3. FUTURE GROWTH

The District has adopted a combination of cohort survival projection technique utilized by Washington State’s Office of Superintendent of Public Instruction and student enrollment general numbers resulting from construction and occupation of new residential construction. There is still some continuing growth in the District, including the build out of Northwest Landing and other single-family and multi-family developments currently under construction within the City of DuPont.

The following table utilizes Cohort Survival analysis developed by the Office of Superintendent of Public Instruction to determine funding eligibility. An analysis of this table shows significant growth in elementary, middle school and high school enrollments. However, OSPI’s Cohort Survival analysis includes enrollment projections based on brick and mortar and student enrollment in WAVA which is no longer a program operated through Steilacoom Historical School District. The District has instead established its own enrollment projection data based on brick and mortar students only. See page 21 for the enrollment projection table. It should be noted that the enrollment projections on page 21 are based on current FTE, which does not consider the transition to full day Kindergarten. As such, the District expects elementary enrollment in 2018 to be greater than the figures shown on page 21. Future updates to the Capital Facilities Plan will consider full day Kindergarten projections in the enrollment projection summary.

STATE OF WASHINGTON
SUPERINTENDENT OF PUBLIC INSTRUCTION
OLYMPIA

DETERMINATION OF PROJECTED ENROLLMENTS
BY COHORT SURVIVAL KK LINEAR PROJECTION

STEILACOOM HIST.	DISTRICT NO. 001	PIERCE	COUNTY NO. 27	-----PROJECTED ENROLLMENTS-----									
				----ACTUAL ENROLLMENTS ON OCTOBER FIRST----			AVER. % SURVIVAL	2012	2013	2014	2015	2016	2017
	2006	2007	2008	2009	2010	2011							
KINDERGARTEN	253	428	403	401	315	338		365	367	370	372	374	377
GRADE 1	324	382	461	446	383	347	115.00	389	420	422	426	428	430
GRADE 2	300	447	442	471	411	398	110.38	383	429	464	466	470	472
GRADE 3	320	448	510	482	426	404	111.33	443	426	478	517	519	523
GRADE 4	293	471	500	501	410	440	109.81	444	486	468	525	568	570
GRADE 5	286	452	529	534	436	413	112.22	494	498	545	525	589	637
GRADE 6	295	430	569	576	472	440	114.88	474	558	572	626	603	677
K-6 HEADCOUNT	2,071	3,058	3,414	3,391	2,853	2,780		2,992	3,194	3,319	3,457	3,551	3,866
K-6 W/K @ 1/2	1,945	2,844	3,213	3,191	2,696	2,611		2,810	3,011	3,134	3,271	3,364	3,498
GRADE 7	298	494	576	583	520	488	119.50	526	566	679	684	748	721
GRADE 8	327	495	704	657	544	530	123.58	603	650	699	839	845	924
7-8 HEADCOUNT	625	989	1,280	1,240	1,064	1,018		1,129	1,216	1,378	1,523	1,593	1,845
GRADE 9	209	205	196	236	205	242	42.30	224	255	275	296	355	357
GRADE 10	187	195	194	212	223	201	97.72	236	219	249	269	289	347
GRADE 11	184	168	210	210	219	223	101.81	205	240	223	254	274	294
GRADE 12	119	144	140	180	159	179	80.95	181	166	194	181	206	222
9-12 HEADCOUNT	699	712	740	838	806	845		846	880	941	1,000	1,124	1,220
K-12 HEADCOUNT	3,395	4,759	5,434	5,489	4,723	4,643		4,967	5,290	5,638	5,980	6,268	6,551

06/01/school facilities/cdngr. Asst. gran/Enrollment Projections

STELLACOOM HISTORICAL SCHOOL DISTRICT NO.1 - PROJECTED GROWTH Nov-12

Grade	Actual 2005-06	Actual 2006-07	F/E	Actual 2007-08	H/F	Actual 2008-09	J/H	Actual 2009-10	L/J	Actual 2010-11	K/I	January 2011-12	Projected 2012-13	Projected Factor
K	91.1	83.67		110.08	100	100		112.08		107.55	106.5		100	
1	169.46	199.18	2.1864	191.66	2.290666	235.04	2.135174	232.4	2.277431	230.66	2.057994	227	2110646	2.11
2	191.46	187.06	1.1039	211.31	1.0609	198.67	1.036575	238.44	1.014466	243.4	1.024732	246	1.066505	236.08
3	197.58	207.73	1.0850	196.44	1.050144	231.33	1.094742	210.89	1.061509	244.37	1.02487	250	1.027116	248.46
4	166.74	202.33	1.0240	226.33	1.089539	216.12	1.100183	226.32	0.978343	223.67	1.0606	240	0.982117	250
5	183.73	171.12	1.0263	205.67	1.016508	236.14	1.043344	219.29	1.014668	222.11	0.981398	232	1.037242	242.4
6	194.43	188.91	1.0282	177.83	1.039212	244.22	1.187436	240.33	1.017744	231.03	1.053536	235.85	1.061861	238.96
7	182.63	185.15	0.9523	199.8	1.057646	193.56	1.088455	241.95	0.990705	249.6	1.038572	230	0.995542	233.4915
8	197.93	181.92	0.9961	174.32	0.941507	218.16	1.091892	202.88	1.04815	241.22	0.996983	237.68	0.952244	220.8
9	180.26	207.67	1.0492	201.81	1.109334	199.28	1.143185	232.22	1.064448	201	0.990733	237.2	0.983335	230.5496
10	171.13	178.38	0.9896	193.84	0.933404	188.45	0.933799	209.79	1.05274	221.37	0.953277	195.1	0.970647	227.712
11	157.59	167.47	0.9786	152.12	0.852786	196.97	1.016147	187.28	0.993791	197.79	0.9428	201.4	0.909789	177.541
12	123.75	104.26	0.6616	126.73	0.756733	119.08	0.782803	159.53	0.80992	154.64	0.825716	158.4	0.800849	159.106
	2207.79	2264.85		2367.94		2579.02		2713.4		2768.41		2797.13		2789.815

Grade 2012-13 2012-13 2013-14 2014-15 2015-16 2016-17 2017-18 2018-19

projected actual

K-3	809.2550	836.0000	938.0000	1040	1040	1040	1040	1040
4,5	492.4000	506.7200	516.4450	526.17	536	536	536	536
6,7	693.2515	729.1300	751.5650	774	777	781	781	781
8,9,10,11,12	794.9086	808.4000	830.2000	852	852	852	852	852

2012-13 ENROLLMENT - OCTOBER

	A	B	C	D	E	F	G	H	I	J	K	L
1	GRADE	A. I.	C.C.	C.P.S.	S.P.	SPED	P.M.S.	S.H.S.	HC Total	FTE Total	GRADE	BUDGET
2	Kindergarten	4.00	140.00	100.00					244.00		Kindergarten	
3	FTE	2.00	70.00	50.00						122.00	FTE	100
4	GR 1	4.00	145.00	82.00					231.00		GR 1	
5	FTE	4.00	145.00	82.00						231.00	FTE	224.715
6	GR 2	3.00	147.00	84.00					234.00		GR 2	
7	FTE	3.00	147.00	84.00						234.00	FTE	236.08
8	GR 3	7.00	155.00	87.00					249.00		GR 3	
9	FTE	7.00	155.00	87.00						249.00	FTE	248.46
10	GR 4	5.00			258.00				263.00		GR 4	
11	FTE	5.00			257.14					262.14	FTE	250
12	GR 5	4.00			241.00	1.00			246.00		GR 5	
13	FTE	4.00			239.58	1.00				244.58	FTE	242.4
14	GR 6					0.00	241.00		241.00		GR 6	
15	FTE					0.00	240.37			240.37	FTE	238.96
16	GR 7					1.00	260.00		261.00		GR 7	
17	FTE					1.00	258.58			259.58	FTE	233.492
18	GR 8					1.00	229.00		230.00		GR 8	
19	FTE					1.00	228.18			229.18	FTE	220.8
20	GR 9					2.00		224.00	226.00		GR 9	
21	FTE					2.00		224.00		226.00	FTE	230.55
22	GR 10					2.00		223.00	225.00		GR 10	
23	FTE					2.00		222.20		224.20	FTE	227.712
24	GR 11					3.00		201.00	204.00		GR 11	
25	FTE					3.00		186.20		189.20	FTE	177.541
26	GR 12							189.00	189.00		GR 12	
27	FTE							176.00		176.00	FTE	159.106
28	TOTAL HEADCOUNT	27.00	587.00	353.00	499.00	10.00	730.00	837.00	3043.00			
29	TOTAL FTE	25.00	517.00	303.00	496.72	10.00	727.13	808.40		2887.25		2789.816
30	K-4 ENROLLMENT	1221.00		Bilingual HC				R. Start Students	R. Start Students Fulltime	Vocational FTE 7-8	Vocational FTE 9-12	
31	K-4 FTE	1098.14		48				67	20	52.69	149.60	

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 that public services, including schools, necessary to support development shall 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

In a generic sense, the “level of service” is an indicator of the extent or degree of service provided by each type of capital facility. Level of service is quantifiable and objective measures, such as gallons of water per customer or acres of park per capita.

With respect to public schools, the “level of service” is a measure of the school buildings provided for the purpose of supporting the instruction of students. Most often, this measure of service is reported as the number of students a school is designed to accommodate (i.e., the Practical Capacity). However, the number of square feet each student is afforded (i.e., Space Allocation) is also used as a measure of service.

School facility and student capacity needs are dictated by the types and amount of space required to accommodate the District’s adopted educational program. The educational program standards that typically drive facility space needs include grade configuration, optimum facility size, class size, educational program offerings, classroom utilization and scheduling requirements, and the use of portable classroom facilities.

In addition to factors that affect the amount of space required, government mandates and community expectations may affect how classroom space is used. Traditional educational programs offered by school districts are often supplemented by non-traditional or special programs such as special education, bilingual education, remediation, alcohol and drug education, AIDS education, preschool programs, computer labs, music programs, etc. These special or non-traditional educational programs can have a significant impact on the available student capacity of school facilities. Currently, Steilacoom Historical School District No. 1 has 350 (12.12%) students of its total student population in Special Education Programs.

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

District educational program standards will undoubtedly change in the future as a result of changes in the program year, special programs, class sizes, grade span configurations, use of new

technology, and other physical aspects of the school facilities. The school space inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan (CFP).

3. THE SPACE ALLOCATION MODEL

Steilacoom Historical School District's "level of service" has been defined in terms of the amount of permanent and portable space that is provided for the instruction of each elementary, middle school, and senior high school student. In other words, the "level of service" is described in terms of each student's proportionate share of the District's permanent and portable school facilities.

The Space Allocation Model (SAM) was selected over the Practical Capacity Model (PCM) for several reasons. Those reasons are as follows:

1. The SAM is a well-established and familiar model. WAC 392-343-035 sets forth four (4) factors that govern the level of state assistance provided to school districts for the funding of new school facilities. One of those factors is a square foot per student space allocation (i.e., 90 square feet per student in grades K-6, 117 square feet per student in grades 7 and 8, and 130 square feet per student in grades 9-12 and 144 square feet for students with disabilities. (Effective July 1, 2006).

As discussed above, the space allocation figures set forth in WAC are square feet used for the purpose of determining a school district's eligibility for state matching funds. Clearly, those space allowances do not reflect an accurate total of the true space needed to carry out the instructional programs of any particular school district. However, the state's square footage figures are very familiar to anyone associated with new school construction in the State of Washington.

2. The SAM is an easier model to calculate. Establishing the practical enrollment capacity of an elementary school is not particularly troublesome. However, trying to accurately assess the practical capacity of a junior or senior high school is extremely difficult. Teacher planning periods, specialty areas like food laboratories, music rooms, shop classrooms, etc., late arrival and early dismissal are just a few examples of the complexities of a secondary school's instructional program.
3. The SAM is also a much easier model to explain. The straightforward calculations of the SAM are not difficult to understand, especially to someone who is not totally familiar with the complexities of the instructional programs of secondary schools.

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

4. SUMMARY

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

A school district’s “level of service” is usually reported as the Practical Capacity of its school buildings or as a “square foot per student” Space Allocation. 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.

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

Steilacoom Historical School District No. 1 has adopted a traditional calendar beginning in early September and ending in mid-June.

Steilacoom Historical School District No. 1 has adopted a traditional daily schedule with academic classes beginning between 7:35 a.m. and 9:35 a.m. and ending mid-afternoon.

Although Steilacoom Historical School District No. 1 continues to study alternate organizations, calendars, and schedules, the District believes the adopted organization is educationally sound and reflects community values.

The educational program taught by Steilacoom Historical School District No. 1 includes individual and small group work as well as full class activities. Portable classrooms do not allow the full range of educational activities envisioned by Steilacoom School District, and are, therefore, considered unacceptable as permanent classroom space and are excluded from our level of service calculation. Portables are considered adequate only for supplemental programs. The capacity for each facility is established by multiplying the permanent classrooms available by the contractual limitations on average students per class. Core facilities and special use facilities are compared to classroom capacity to confirm that facility capacity is not limited by limitations in core facilities. If types of facilities are not balanced with program requirements, capacity is optimized by assuming the capacity constraint is mitigated by constructing new facilities to balance facility with the program prior to establishing a level of service for new students.

Washington State’s Office Superintendent of Public Instruction (OSPI) space allocation model (#SF/Student) is found below. These are the minimum levels of service that the District uses as a guide for planning its CFP. The SF/student figures were adopted by OSPI in July 2006.

Facility	WA State OSPI Space Allocation Model
High School	130 SF/Student
Middle School	117 SF/Student
Elementary	90 SF/Student
Students with disabilities	144 SF/Student

STEILACOOM HISTORICAL SCHOOL DISTRICT NO. 1 - LEVEL OF SERVICE

Steilacoom Historical School District No. 1 adopts a level of service based on maximizing enrollment in current facilities with modifications to minimize the SF/Student. The District's level of service, as adopted, reflects the area SF of each type of facility based on capacity. The amount of SF reflected below is up to date following the completion of the District's most recent Capital Improvement Program.

Facility	Area (SF)	Capacity (design or projected)	Level of Service based on Practical Capacity Model	Actual 2012 FTE Enrollment
Steilacoom High School	135,891	850	159.87	808.4
New Pioneer Middle School	104,707	850	123.18	727.13
Elementary (Cherrydale, Saltar's Point, Chloe Clark, Anderson Island)	157,955	1,571	97.50	1,351.72

The level of service is presented as an indicator of the extent or degree of service provided by each type capital facility. It is presented in a square foot per student format for convenience. The level of service 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.

School District Cost Per Student

Each year Steilacoom 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
New Pioneer Middle School	\$34,244,000	\$1,800,000	\$36,044,000
Steilacoom High School	\$30,597,000	\$ 630,000	\$31,227,000

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

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

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.

Future projected facilities could be developed by a facility planning committee comprised of the following:

- School Board Members
- Superintendent of School District
- Staff and Community Members
- Town of Steilacoom and City of DuPont Officials
- Design professionals (Architect/Engineers)
- Project/Construction Management professionals

In addition, future updates of this report will identify the District's need for new construction of support facilities, the modernization of school and support facilities and the new construction-in-lieu-of modernization of school and support facilities.

2. THE NEW CONSTRUCTION PROGRAM

The ability to move forward on the construction of any new school facility in the Steilacoom Historical School District No. 1 hinges on three (3) factors. First, the District needs to have local funding available to pay for the cost of new school facilities. Normally, school districts secure the majority of their local funds through the sale of general obligation bonds, as approved by the qualified voters of their districts. The authority to issue and sell such bonds rests in the Constitution and laws of the State of Washington, including RCW 28A.530.010 and RCW 84.52.056.

The State of Washington has set forth site size standards, as defined in WAC 392-342-020. Specifically, for an elementary school, the minimum standard is five (5) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. For junior and senior high schools, the minimum standard is ten (10) acres plus an additional one (1) acre for each one hundred (100) pupils of a school's maximum enrollment. These recommended acreages provide space for the school building(s) and the appropriate support facilities such as play fields, athletic facilities and parking.

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

To address capacity needs, the District plans to construct Phase I of 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 2018. The District's voters will need to approve a bond measure to fund the construction of this 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 175 to 656 students. The 2,865 square foot multipurpose building at Anderson Island Elementary was added to accommodate up to 50 students. The replacement new Pioneer Middle School, which can hold 850 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 850 students.

Due to potential future growth in the district, particularly in the elementary grade levels and as a result of the implementation of full day Kindergarten, the District plans to construct Phase I of a new elementary school in DuPont within the six year planning period of this Capital Facilities Plan. In addition, near term planning will include development options of the recently purchased property at the high school sight, District administrative space requirements, a new transportation facility, and a new maintenance facility.

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) and construction of a future elementary school in DuPont 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 representation are presented in Tab 5. Steilacoom Historical School District No. 1 has developed an Impact Fee methodology that is based upon the Pierce County school impact fee ordinance.

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

In conclusion, 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. As mentioned earlier, the nature of the instructional programs housed in school facilities drastically impact the cost of those facilities. The square foot cost of senior high schools is almost always higher than elementary and middle schools. The square footage costs of middle schools are usually higher than elementary schools. Specialized facilities for Vocational and Special Education programs can also increase construction costs.
5. The posture of the local governmental planning agencies (i.e., City or County) will affect such items as off-site street improvements, landscaping, street signaling, and signage, etc.

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

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

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

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

3. FUNDING SOURCES

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

- 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.

- The Debt Service Fund is used as a mechanism to pay for bonds. When a bond issue passes, a school district sells bonds that have a face value and an interest rate. Local property taxes are adjusted to provide the funds necessary to meet the approved periodic payments on sold bonds. The proceeds from the taxes collected for this purpose are deposited in the Debt Service Fund and drawn out for payments at the appropriate times.

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

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

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

Capital Levies: Capital Levies differ from bonds in that they do not result in the issuance of a financial instrument and, therefore, do not affect the “bonded indebtedness” of a school district. This method of financing is a straight increase in property tax rates to produce a voter-approved dollar amount. The amount generated from the capital levy is then available to a district in the approved year. The actual levy rate itself is determined by dividing the number of dollars approved by the assessed valuation of the total district at the time the taxes are set by the County Council. While a typical period for capital levies is one or two years, they can be approved for up to a six-year period at one election. The amounts to be collected are identified for each year separately and the tax rates set for each individual year. Like bond issues, capital levies must be used for the specific capital purpose(s) that they were passed. They cannot be converted to a non-capital or operating purpose.

State Funding Assistance: The State of Washington has a Common School Construction Fund. The State Board of Education is responsible for administration of the funds and the establishment of matching ratios. The Office of the Superintendent of Public Instruction (OSPI), on behalf of the State Board of Education, has determined that Steilacoom School District’s 2012 funding assistance ratio is 47.95% percent for those expenses that are defined as eligible for state funding assistance. However, the District’s planned capacity project included in this six-year plan, a new elementary school, will not qualify for state funding.

The base to which the percent is applied is the cost of construction, as determined by the Construction Cost Allocation (formerly, the “Boeckh Index”). The Construction Cost Allocation is an index of construction costs that is used by the state to hold, define, or limit their level of support. This particular construction cost index rarely matches the actual cost of school construction in districts across Washington State. Nevertheless, the Construction Cost Allocation for school construction costs for July 2012, \$188.55 was per square foot.

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

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

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

Funds for the state match come from the Common School Construction Fund using revenues accruing predominately from the sale of renewable resources, primarily timber, from state school lands being set aside by the Enabling Act of 1889. If these sources are insufficient to meet current needs, the legislature can appropriate additional funds or the State Board of Education can establish a moratorium on certain projects (Chapter 392, Sections 341-344 of the Washington Administrative Code).

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

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 calculated on the basis of “un-housed student need” as determined by applying the district’s level of service to projected new residential development. A

determination of insufficient existing permanent space allows a district to seek imposition of mitigation or impact fees. 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" means 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 using the Fife School District’s student generation rates.

The student factors are as follows:

Single Family Dwelling Units:

Elementary – K through 5:	.179
Middle School – 6 through 8:	.108
High School – 9 through 12:	.061

Total: .348

Multi-Family Dwelling Units:

Elementary – K through 5:	.090
Middle School – 6 through 8:	.029
High School – 9 through 12:	.000

Total: .119

In future updates to this plan, the District will update the student factor accordingly.

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.

An impact fee ordinance was passed in Pierce County effective January 1, 2003. The applicable school impact fees are updated each year. In 2012, Steilacoom Historical School District No. 1

received from the County \$2,305 for each single-family unit \$0 for each multi-family dwelling unit. The Pierce County school impact fee ordinance artificially caps fees and updates the capped fee each year based upon an escalation factor.

Enclosures 1 through 2 to this tab include the District's 2013 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. As noted above, the District does not expect to receive state matching funds for construction of the new elementary school. The District anticipates that the Phase 1 of the new elementary school will cost approximately \$11,700,000. 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.

6. NEW CONSTRUCTION FUNDING

The District's immediate need is for the construction of a new elementary school in DuPont to accommodate enrollment growth. Additional near term planning includes finalizing options for converting old Pioneer Middle School into District administrative staff space, along with identifying requirements for a new transportation and maintenance facility to handle increased transportation and maintenance needs that have resulted from our increased enrollment. Our transportation and maintenance needs will continue to increase based upon our projected growth in enrollment. Funding of these facilities will be subject to a future bond measure and impact fee collections.

The following "estimated debt capacity" spreadsheet denotes the available bonding capacity of the Steilacoom Historical School District. Three debt capacities have been evaluated. The evaluations are for assessed value growth for 3%, 5%, and 8%. See the next page for these valuations.

Steilacoom Historical School District No. 1
Debt Capacity Analysis (2007 through 2018)

Tax Year	Excess Assessed Value	100% Timber Assessed Value	Bond Assessed Value	Total Debt Capacity (5%)	Voted Debt Outstanding as of January 1	Additional Per Amount created by Refunding	Non-Voted Debt Outstanding as of January 1	Remaining Debt Capacity
Certified 2007	1,938,042,294	469,836	1,938,512,130	96,923,607	72,145,000	—	78,312	24,702,295
Certified 2008	2,278,478,124	589,120	2,279,067,244	113,933,362	70,995,000	—	79,878	42,878,484
Certified 2009	2,303,812,731	394,628	2,304,207,359	113,210,368	69,735,000	—	81,476	43,393,892
Certified 2010	2,699,943,315	307,391	2,700,251,106	133,012,333	67,975,000	—	96,483	66,939,072
Certified 2011	2,559,009,332	239,977	2,559,249,309	127,962,463	63,965,000	—	146,540	61,850,923
Certified 2012	2,443,950,599	297,128	2,446,247,727	122,312,386	63,720,000	783,000	130,122	57,677,264
Preliminary 2013	2,251,281,402	297,128	2,251,578,530	112,578,927	61,005,000	—	97,392	51,476,335
Assumes 2014	2,431,383,914	297,128	2,431,681,042	121,384,032	38,065,000	—	169,638	63,349,414
Annual 2015	2,623,894,627	297,128	2,626,191,755	131,309,588	34,775,000	—	178,120	76,356,468
Excess AV 2016	2,835,966,197	297,128	2,836,263,325	141,813,166	31,090,000	—	187,025	90,536,141
Growth of 2017	3,062,843,493	297,128	3,063,140,621	153,157,031	46,960,000	—	196,378	106,000,653
8% 2018	3,307,870,973	297,128	3,308,168,101	165,408,405	42,020,000	—	198,248	123,190,157
Assumes 2014	2,363,845,472	297,128	2,364,142,600	118,207,130	38,065,000	—	169,638	39,972,482
Annual 2015	2,482,037,746	297,128	2,482,334,874	124,116,744	34,775,000	—	178,120	69,163,624
Excess AV 2016	2,606,139,633	297,128	2,606,436,761	130,321,838	31,090,000	—	187,025	79,044,813
Growth of 2017	2,736,446,615	297,128	2,736,743,743	136,837,187	46,960,000	—	196,378	89,680,809
5% 2018	2,873,268,945	297,128	2,873,566,073	143,678,304	42,020,000	—	198,248	101,460,056
Assumes 2014	2,318,819,844	297,128	2,319,116,972	113,933,849	38,065,000	—	169,638	37,721,211
Annual 2015	2,388,384,439	297,128	2,388,681,567	119,434,078	34,775,000	—	178,120	64,480,938
Excess AV 2016	2,460,035,973	297,128	2,460,333,101	123,016,653	31,090,000	—	187,025	71,739,630
Growth of 2017	2,533,837,032	297,128	2,534,134,160	126,706,709	46,960,000	—	196,378	79,550,331
3% 2018	2,609,852,163	297,128	2,610,149,291	130,507,463	42,020,000	—	198,248	88,289,217

MISCELLANEOUS SOURCES

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.

ENCLOSURES 1 AND 2 BELOW

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

Student Factors-Single/Multi-Family	
Elementary	.179/.090
Middle School	.108/.029
High School	.061/.000

Temporary Facilities Costs	
Elementary	
Middle School	
High School	

Student Capacity Per Facility	
Elementary	300-500
Middle School	500-600
High School	1,300

Permanent Square Footage	
Elementary	157,955
Middle School	104,707
High School	135,891
Total	398,553

Site Acreage Site	
Elementary	15 acres
Middle School	25 acres
High School	40 acres

State Funding Assistance
Rate: 47.95% (currently not eligible)

Construction Cost Allocation
\$188.55

Site Cost per Acre	
Elementary	
Middle School	
High School	

Gen. Obligation Bond Interest Rate
Current Bond Buyer Index 3.67%

New Facility Construction Cost	
Elementary Phase 1 (175)	\$11,700,000

District Debt Service Tax Rate
Current \$/1,000 \$2.33

SPI Square Footage per Student	
Elementary (K-5)	90
Middle School (6-8)	117
High School (9-12)	130
Special Education	144

Average Assessed Value	
Single Fam. Res.	\$240,340
Multi-Family Res.	\$239,186
P.C. Assessor-Treasurer	

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

SCHOOL IMPACT FEE CALCULATIONS							
DISTRICT	Steilacoom Historical School District						
YEAR	2013						
School Site Acquisition Cost:							
((AcresxCost per Acre)/Facility Capacity)xStudent Generation Factor							
	Facility	Cost/	Facility	Student	Student	Cost/	Cost/
	Acreage	Acre	Capacity	Factor	Factor	SFR	MFR
Elementary	12.00	\$0.00	300	0.179	0.090	\$0	\$0
Middle	25.00	\$0.00	600	0.108	0.029	\$0	\$0
High	40.00	\$0.00	1,200	0.061	0.000	\$0	\$0
					TOTAL	\$0	\$0
School Construction Cost:							
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(permanent/Total Sq Ft)							
	%Perm/	Facility	Facility	Student	Student	Cost/	Cost/
	Total Sq.Ft.	Cost	Capacity	Factor	Factor	SFR	MFR
Elementary	100.00%	\$11,700,000	175	0.179	0.090	\$11,967	\$6,017
Middle	100.00%	\$	600	0.108	0.029	\$0	\$0
High	100.00%	\$	1,200	0.061	0.000	\$0	\$0
					TOTAL	\$11,967	\$6,017
Temporary Facility Cost:							
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(Temporary/Total Square Feet)							
	%Temp/	Facility	Facility	Student	Student	Cost/	Cost/
	Total Sq.Ft.	Cost	Size	Factor	Factor	SFR	MFR
Elementary	0.00%	\$	22	0.179	0.090	\$0	\$0
Middle	0.00%	\$	22	0.108	0.029	\$0	\$0
High	0.00%	\$	22	0.061	0.000	\$0	\$0
					TOTAL	\$0	\$0
State Matching Credit:							
Boeckh Index X SPI Square Footage X District Match % X Student Factor							
	Boeckh	SPI	District	Student	Student	Cost/	Cost/
	Index	Footage	Match %	Factor	Factor	SFR	MFR
Elementary	\$ 188.55	90	0.00%	0.179	0.090	\$0	\$0
Junior	\$ 188.55	117	0.00%	0.108	0.029	\$0	\$0
Sr. High	\$ 188.55	130	0.00%	0.061	0.000	\$0	\$0
					TOTAL	\$0	\$0
Tax Payment Credit:						SFR	MFR
Average Assessed Value						\$240,340	\$239,186
Capital Bond Interest Rate						3.87%	3.67%
Net Present Value of Average Dwelling						\$1,981,795	\$1,972,279
Years Amortized						10	10
Property Tax Levy Rate						\$2,330	\$2,330
Present Value of Revenue Stream						\$4,618	\$4,595
Fee Summary:				Single	Multi-		
				Family	Family		
Site Acquisition Costs				\$0	\$0		
Permanent Facility Cost				\$11,967	\$6,017		
Temporary Facility Cost				\$0	\$0		
State Match Credit				\$0	\$0		
Tax Payment Credit				(\$4,618)	(\$4,595)		
FEE (AS CALCULATED)				\$7,350	\$1,422		
FINAL FEE (50% discount)				\$3,675	\$711		

**Steilacoom Historical School District
Board of Directors**

REGULAR BOARD MEETING

Date: February 13, 2013

TO: Members, Steilacoom Board of Directors

ISSUE: X **ACTION** Authority to Enter into Architect Contract – District
Support Center Construction/Modernization (Old Pioneer)
Planning and Budgeting

INFORMATION

BACKGROUND INFORMATION:

A representative group comprised of the District Office staff, a local citizen leader, Board members, the Superintendent and the project manager (Calvin Gasaway) has reviewed written architectural proposals and viewed firm presentations for the proposed renovations of Old Pioneer Middle School for District-wide support and leadership functions. Four firms responded to the district's request for services, and all four were interviewed/reviewed. The interviews were conducted 1/23/13 and 1/25/13 in the afternoons.

All four architectural firms have been actively engaged in recent Washington school and administrative space design and construction, although to differing degrees. Experience between the firms varied as to their stated experience with renovation of "well established" buildings, whether the firms use in-house or out-of-house cost estimators, the degree to which each firm feels responsible to investigate existing conditions, the interest level and passion demonstrated for this project, and the degree to which each uses out-of-house services (eg. engineering, etc.) It is recommended that the District be given the authority to enter into a contract with Erickson McGovern for Phase I of the District Office project.

The scope of the contract will primarily focus on investigation of the existing condition, listening to and learning from stakeholders, establishing conceptual design for the building and site, and conducting cost estimating.

At this time, approval will not include schematic design, nor preparation of bid documents.

A couple of things to consider:

- The proposal is an hourly not to exceed agreement
- The majority of the time will be spent in Part 2 Space Planning. This also includes looking at site planning
- The amount includes the participation of civil, mechanical, electrical and structural (seismic) sub-consultants.
- Approximately \$5000 is allocated to creating as-builts of the existing facility. This work will be utilized by the architect and the hazmat consultant now and in the future.

FISCAL IMPACT:

- REVENUE SOURCE: CAPITAL PROJECTS FUND

RECOMMENDED DECISION:

It is the recommendation of the architect selection team, including the Superintendent that the District be authorized to negotiate and enter into a contract with Erickson McGovern Architecture to conduct planning and budgeting for the District Support Center, in an amount not to exceed \$45,000.

Report prepared by: Bill Fritz, Superintendent
Calvin Gasaway, Project Manager, Greene-Gasaway

greengasaway

February 8, 2013

Bill Fritz
Superintendent
Steilacoom Historical School District No. 1
510 Chambers Street
Steilacoom, WA 98388

RE: District Administration Relocation


Mr. Fritz,

Attached is Erickson McGovern Architects' proposal to perform the budgeting and planning phase of the administration facility relocation to the Old Pioneer Middle School. We have reviewed it and recommend acceptance.

Please issue a purchase order in the amount of \$45,000.

If you have any questions, please contact me at 253.941.4937.

Sincerely,


Calvin Gasaway



February 8, 2013

William Fritz, Superintendent
Steilacoom Historical School District
510 Chambers Street
Steilacoom, WA 98388

RE: Proposal for Steilacoom District Administration Offices

Dear Mr. Fritz,

We are very pleased to be selected as your architects for the renovations of the Historic Pioneer Middle School into the District Administration Offices.

Following the meeting we had last Thursday, January 31st and hearing your vision for this building, we have developed the attached proposal for a Planning and Budgeting Phase for this project. We have outlined the services needed as we understood in our meeting.

0

We would be happy to meet and discuss the details of this proposal.

We look forward to proceeding with this project.

Sincerely,



Steven Storacali
SJS/pa

Cc: Calvin Gasaway

2013-2 Steilacoom admin .building /1admin/Letters





FEBRUARY 8, 2013

STEILACOOM ADMINISTRATION BUILDING

PLANNING & BUDGETING PHASE

The following tasks are included in the Planning & Budgeting Phase.

1. Create As-Builts
 - a. Original 1920 building plus cafeteria / kitchen area to remain– very detailed
 - b. The rest of campus buildings – for abatement (by others) and demolition plans
 - c. Site plan – from survey – field verify survey
2. Space Planning
 - a. Meet with staff to discuss space, furniture and equipment needs
 - i. Explore adjacency options
 - ii. Memorialize findings in format acceptable to Owner
 - b. Create layout options
 - i. Assist owner in selecting preferred option
 - ii. Present in format acceptable to Owner
 - c. Site layout options
 - i. Evaluate parking / expansion / access / adjacent District sites
 - ii. Assist Owner in selecting preferred option
 - iii. Present in format suitable to Owner
3. Code Study
 - a. IBC, IFC, IMC and UPC
 - b. ADA
 - c. Steilacoom zoning
 - d. Meet with Steilacoom Building Department
 - e. Meet with others where necessary
4. Cost Estimate
 - a. Cost work necessary to perform work
 - i. Take into account phasing and other unique requirements
 - b. Organize tasks by category similar to the following (shopping list)
 - i. Program
 - ii. Exiting
 - iii. Accessibility (Including elevator)
 - iv. Seismic
 - v. Building Envelope
 - vi. Roof
 - vii. Other life / safety
 - c. Assist Owner with prioritization
 - d. Present in format acceptable to Owner





STEILACOOM ADMINISTRATION BUILDING

PLANNING & BUDGETING PHASE

PAGE 2

5. Schedule / Project Phasing
 - a. Explore options
 - b. Prepare schedule to identify
 - i. Design, permitting and bidding activities
 - ii. Construction activities
 - iii. Occupancy activities
 - iv. Significant milestones
 - c. Assist owner in selecting preferred option
 - d. Present in format suitable to Owner
6. Other
 - a. Attend meetings where requested and as necessary
 - i. Prepare minutes and distribute
 - b. Coordinate activities with others
 - c. Work to be invoiced hourly not to exceed amount of proposed fee
 - d. Submit invoices in format acceptable to Owner

We propose to perform these services listed for a fee of **\$45,000**. Work to be billed at an hourly rate with the total not exceeding the noted fee. We anticipate that this phase can be completed within 6 weeks, based on the Districts availability for meetings and response to proposals.

The services include Architectural, Structural, Mechanical, Electrical and Civil design.

This fee does not include Landscape design.

This proposal does not include printing costs.

SJS
2-8-13

2013-2 Steilacoom admin .building / 1.Admin/Letters



Erickson McGovern PLLC

Billing Rate Schedule

Calendar Year 2013

Classification	Names	Hourly Rate
Principal		\$ 150.00
	Jay Peterson	
	Steve Storaasli	
	Wayne Lerch	
	Ray Mow	
Project Architect		\$ 110.00
	Laura Wade Jensen	
	Robert More	
Marketing Coordinator/Graphics		\$95.00
	Elizabeth Holloway	
Intern Architect		\$ 85.00
	Valerie Bartels	
CAD Technician		\$ 65.00
	Josh Murphy	
Administrative Support		\$ 60.00
	Cindy Peterson	
	Emma Ootkin	
	Patricia Andrews	

Memo

TO: Board of Directors

FROM: Bill Fritz, Superintendent

RE: Building Staffing Levels and Support

DATE: February 13, 2013

As you are aware, providing effective and efficient support is a must for our school district. We are pleased to be able to enhance support for school and district needs. Through responsible and efficient fiscal management, we have the resources to make this needed staffing a reality.

Over recent months, through feedback from principals, Associations, and employees and by reviewing our budget and fund-balance status, we have been considering ways to enhance building-based support.

The recent WASA management review also indicated a need for the central office to provide more effective and efficient school support. When compared with similar size districts, the support services we are currently providing are not commensurate with the number of students and schools we serve. By establishing this support, we will be more effective in meeting student and employee needs. We are working on a central staffing model that will be more effective in providing professional development, teaching and learning support, and fiscal support. This staffing level is intended to be efficient, while coming closer to reflecting the norm for a district our size and complexity.

District-wide services exist to support schools. Of course, direct service to students within schools comes first. Starting within the next month, we plan to implement the following:

- Staffing each elementary school with two full time (8-hour) secretarial positions (currently, the second position is part time and this would increase to full time),
- Providing an additional 4-hours of secretarial time at Pioneer Middle School and an additional 6-hours of secretarial time at Steilacoom High School(to be assigned as needed by the principal),
- Providing an outside-of-the-school-day academic support program (focused on mathematics and literacy) at each school, including transportation (2 days/week),
- Providing counselor staffing at secondary schools at a ratio of 1:350 (including running start students). This staffing would result in an increase of high school staffing levels by .4 FTE for the remainder of the school year, and will be tied to enrollment for the future,
- Staffing a behavioral support specialist position to provide direct specially designed instruction and support for special education personnel.

We will assign assistant principals at Chloe Clark (1.0 FTE) and Saltar's Point/Anderson Island (1.0 FTE combined) providing improved behavioral and instructional support (for fall of 2013), replacing the dean of students model. Chloe Clark's enrollment is currently 525 student FTE and Saltar's Point's enrollment is currently 507 FTE. Both schools are projected to grow next year.

Additionally, we have recently added .56 FTE of ELL staffing within school buildings.

Once these building-based needs are met, our plan is to establish a central office structure more fully responsive to building needs providing the needed level of customer service for our employees and the public. A specific and efficient model will be recommended later this spring.