



*The best education for every student.*

# STEILACOOM

## Historical School District No. 1

### Regular Meeting Minutes

Steilacoom High School 54 Sentinel Drive Steilacoom, Washington  
Wednesday, May 24, 2017

#### Study Session

- Transportation Issues
- Agenda Review

#### Regular Meeting

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

Chair Scott called the meeting to order at 7:00 pm. Executive Director Beauchaine led the Pledge of Allegiance. Superintendent Weight and all Board Members present. Director Pierce made a motion to add New Business A. Transportation and reorder the remaining New Business items on the agenda; Director Denning seconded the motion and the motion passed (5/0). Chair Scott welcomed Aundrea Witt, JBLM Education Liaison and DuPont Council member Penny Coffee in the audience.

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

- Jugal Thankor - recent transportation issues and high school AP Biology not offered

#### **III. PRESENTATION - Steilacoom High Band**

Steilacoom High School Jazz Band, led by music teacher Matt Vegh, entertained the Board and audience.

#### **IV. RECOGNITION**

Saltar's Point Principal Clausen and Assistant Principal Vallieres recognized Rita Gorman, office manager, for her 28 years in the district. Chloe Clark Principal Yoho and Assistant Principal Lee recognized Jean Vonderscheer, paraeducator, for her 23 years in the district. The high school admin team recognized Jody Snyder, teacher, for her 19 years in the district and Chloe Clark administrators recognized teacher Nancy Baker for her 7 years in the district.

#### **V. RECESS TO RECEPTION**

Chair Scott recessed to a Retiree Reception at 7:33 pm.

#### **VI. RECEPTION**

#### **VII. RETURN TO PUBLIC MEETING**

Chair Scott reconvened the public meeting at 7:48 pm.

## **VIII. PRESENTATION - Steilacoom High Student History Film Project**

Steilacoom High School teachers Gary Wusterbarth and Craig Miller created a history film project with the Steilacoom Historical Museum Association and students Emily Sagen, Chris Lantz, Ali Schooner, Kris White, Tyrone Toloy, Cailin DeFlitch and Kaleb Ruff. The video was presented to the Board and audience.

## **IX. REPORTS**

### **a. Legislative Update**

Executive Director Denning noted today is Day 2 of Legislative Session 2. Discussions include core teacher salary discussions.

## **X. APPROVAL OF MINUTES**

### **b. April 26, 2017 Regular School Board Minutes**

Director Forbes made a motion to approve the April 26, 2017 Regular Board meeting minutes; Director Denning seconded the motion and the motion passed (5/0).

### **c. May 10, 2017 Study Session Minutes**

Director Pierce made a motion to approve the May 10, 2017 Study Session meeting minutes; Director Schenk seconded the motion and the motion passed (5/0).

## **XI. CONSENT AGENDA**

Director Denning made a motion to approve the Consent Agenda which included April & May 2017 accounts payable, financial reports, surplus, attached personnel reports, attached resolutions and a high school trip to Oregon; Director Schenk seconded the motion and the motion passed. (5/0)

## **XII. NEW BUSINESS**

### **a. Transportation**

Superintendent Weight read a statement regarding the bus driver strike held on May 24, 2017, causing a 2 hour delay and multiple inconveniences for students, staff and families. Two field trips were canceled. Issues were discussed with First Student Regional Director Bill Noftz and Peter Mathwig, Transportation Manager, were present at the study session. Communication from First Student was not provided in a timely manner. Students were impacted by adult issues. Lost trust between contracted vendor and with our families. Mr. Bill Noftz, addressed the Board and audience. He expressed regrets on the part of First Student for the inconvenience and disruption, especially the field trips. Labor & Negotiations had been continuing yesterday afternoon and the work stoppage happened prematurely. Contingency plans did not go into effect as planned. Director Pierce thanked the staff for assisting in the delay arrangements.

### **b. 2017-18 School Year Student Fees**

Executive Director Brittain presented the student fee schedule for the 2017-18 school year.

### **c. Approval of Funding for Surveillance Upgrades at Pioneer Middle and Cherrydale Primary Schools**

Director Denning made a motion to approve funding to upgrade Pioneer Middle and Cherrydale Primary Schools Surveillance Systems not exceed \$230,000; Director Pierce seconded the motion and the motion passed (5/0).



**d. First Reading of Policy 2255 Alternative Learning Experience**

Director Denning made a motion to move Policy 2255 to a second reading; Director Forbes seconded the motion and the motion passed (5/0).

**e. First Reading of Policy 3235 Protection of Student Personal Information**

Director Pierce made a motion to move Policy 3235 to a second reading; Director Schenk seconded the motion and the motion passed (5/0).

**f. First Reading of Policy 5010 Nondiscrimination and Affirmative Action**

Director Forbes made a motion to move Policy 5010 to a second reading; Director Denning seconded the motion and the motion passed (5/0).

**g. Election of Washington Interscholastic Athletic Association (WIAA) Representative**

Director Forbes nominated Director Schenk to serve as WIAA representative for the 2017-18 school year. No other nominations. The Board voted (5/0) that Director Schenk will serve as the WIAA representative.

**XIII. COMMENTS FROM THE AUDIENCE**

- Tanya Rontos, SEA President, spoke on the inclusive May 18 Day of Action. She announced Representative Christine Kilduff holding a Town Hall event tonight. She thanked the retiring employees and noted "Every person deserves to have a living wage".

**XIV. BOARD COMMUNICATION**

- May 24, 2017 First Student Transportation communications.

**XV. ANNOUNCEMENTS**

Director Forbes thanked Executive Director Brittain and his crew for the recent State Audit Report. Superintendent Weight invited all to attend Day of Champions, tomorrow, May 25, 2017.

**XVI. ADJOURNMENT**

Director Forbes made a motion to adjourn the meeting at 8:28 pm; Director Denning seconded the motion and the motion passed (5/0).

KWeight  
(Secretary/Superintendent)

Saul Hunt  
(Chair)  
[Signature]  
[Signature]  
[Signature]  
[Signature]

# Steilacoom Historical School District

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

DATE: May 24, 2017

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

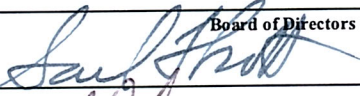
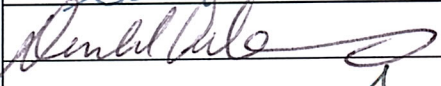
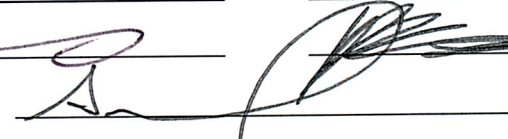
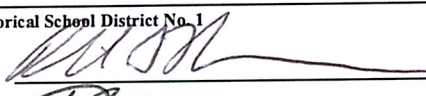

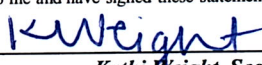
  
James E. Brittain, CPA, Executive Director of Finance & Operations

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

| FUND NAME                  |                  | WARRANTS (INCLUSIVE) |    |        | AMOUNT                 |
|----------------------------|------------------|----------------------|----|--------|------------------------|
| <b>GENERAL FUND:</b>       |                  |                      |    |        |                        |
| April 20, 2017             | Accounts Payable | 121411               | to | 121424 | \$ 23,906.00           |
| April 21, 2017             | Accounts Payable | 121425               | to | 121430 | \$ 245.73              |
| April 24, 2017             | Accounts Payable | 121431               | to | 121431 | \$ 628.81              |
| April 28, 2017             | Payroll          | 800766               | to | 800768 | \$ 9,431.65            |
| April 28, 2017             | Payroll A/P      | 121432               | to | 121457 | \$ 688,362.97          |
| April 28, 2017             | Payroll Taxes    |                      |    |        | \$ 421,724.91          |
| April 28, 2017             | Direct Deposit   |                      |    |        | \$ 1,147,233.64        |
| April 28, 2017             | Accounts Payable | 121458               | to | 121487 | \$ 224,776.47          |
| May 1, 2017                | Accounts Payable | 121488               | to | 121488 | \$ 46,400.88           |
| May 2, 2017                | Accounts Payable | 121489               | to | 121503 | \$ 9,209.73            |
| May 4, 2017                | Accounts Payable | 121504               | to | 121520 | \$ 71,658.24           |
| May 5, 2017                | Accounts Payable | 121521               | to | 121529 | \$ 144.98              |
| May 10, 2017               | Accounts Payable | 121530               | to | 121534 | \$ 9,724.36            |
| May 10, 2017               | Accounts Payable | 121535               | to | 121535 | \$ 3,852.00            |
| May 11, 2017               | Accounts Payable | 121536               | to | 121586 | \$ 180,839.99          |
| May 16, 2017               | Accounts Payable | 121587               | to | 121596 | \$ 246.70              |
| May 18, 2017               | Accounts Payable | 121597               | to | 121645 | \$ 193,608.02          |
| <b>TOTAL GENERAL FUND:</b> |                  |                      |    |        | <b>\$ 3,031,995.08</b> |

|                                     |                  |        |    |        |                     |
|-------------------------------------|------------------|--------|----|--------|---------------------|
| <b>CAPITAL PROJECTS FUND:</b>       |                  |        |    |        |                     |
| May 5, 2017                         | Accounts Payable | 200320 | to | 200320 | \$ 99,209.02        |
|                                     | Accounts Payable |        | to |        |                     |
| <b>TOTAL CAPITAL PROJECTS FUND:</b> |                  |        |    |        | <b>\$ 99,209.02</b> |

|  |                  |        |    |        |                     |
|--|------------------|--------|----|--------|---------------------|
| <b>ASSOCIATED STUDENT BODY FUND:</b>       |                  |        |    |        |                     |
| April 19, 2017                             | Accounts Payable | 403205 | to | 403212 | \$ 3,609.75         |
| April 20, 2017                             | Accounts Payable | 403213 | to | 403217 | \$ 564.78           |
| April 24, 2017                             | Accounts Payable | 403218 | to | 403218 | \$ 142.81           |
| April 27, 2017                             | Accounts Payable | 403219 | to | 403227 | \$ 6,437.31         |
| May 1, 2017                                | Accounts Payable | 403228 | to | 403228 | \$ 24,256.23        |
| May 4, 2017                                | Accounts Payable | 403229 | to | 403237 | \$ 8,516.02         |
| May 4, 2017                                | Accounts Payable | 403238 | to | 403239 | \$ 110.00           |
| May 11, 2017                               | Accounts Payable | 403240 | to | 403246 | \$ 8,630.59         |
| May 11, 2017                               | Accounts Payable | 403247 | to | 403247 | \$ 400.00           |
| May 11, 2017                               | Accounts Payable | 403248 | to | 403250 | \$ 32,054.88        |
| <b>TOTAL ASSOCIATED STUDENT BODY FUND:</b> |                  |        |    |        | <b>\$ 84,722.37</b> |

|  |  |  |
|--|--|--|
| <br><br>   |  | <br> |
| <p>I, Kathi Weight, being duly sworn, depose and say: That I am the Secretary to the Board of Steilacoom Historical School District No. 1, Pierce County, Washington, and that the above signatories are personally known to me and have signed these statements in my presence.</p> <p style="text-align: right;"> <br/> <b>Kathi Weight, Secretary to the Board</b> </p> |  |  |

Steilacoom Historical School District No. 1  
Certificated Personnel Report

|                                 |                 |            |                 |                       |               |                |
|---------------------------------|-----------------|------------|-----------------|-----------------------|---------------|----------------|
| <b>Personnel Report 5-24-17</b> |                 |            |                 |                       |               |                |
|                                 |                 |            |                 |                       |               |                |
| <b>Name</b>                     | <b>Position</b> | <b>FTE</b> | <b>Location</b> | <b>Effective Date</b> | <b>Action</b> | <b>Comment</b> |
| Baldo Eartha                    | Teacher         | 1.00       | Pioneer         | 8/31/2017             | Continuing    |                |
| Black Roberta                   | Teacher         | 0.40       | High School     | 6/16/2017             | Resignation   |                |

Steilacoom Historical School District No. 1  
Classified Personnel Report[illegible]

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

|                                 |                      |                 |                       |               |                |
|---------------------------------|----------------------|-----------------|-----------------------|---------------|----------------|
| <b>Personnel Report 5-24-17</b> |                      |                 |                       |               |                |
| <b>Name</b>                     | <b>Position</b>      | <b>Location</b> | <b>Effective Date</b> | <b>Amount</b> | <b>Comment</b> |
| Blanchard Stanley               | Assistant Volleyball | Pioneer         | 4/10/2017             | 3,176.25      |                |
| Redman Katherine                | Events Manager       | High School     | 12/1/2016             | 1,500.00      |                |
| Bochenek Kelsey                 | Events Manager       | High School     | 3/13/2017             | 750.00        |                |
| Gidley Amanda                   | Outdoor School       | Pioneer         | 4/12/2017             | 600.00        |                |

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

**Resolution No. 838-05-24-17**

**WHEREAS**, each school district of the State of Washington is authorized by RCW-13.030 to participate in the inter-district agreements, and secure appropriate educational opportunities for its students with disabilities;

**NOW, THEREFORE, BE IT RESOLVED** that the Superintendent of Steilacoom Historical School District No. 1 be authorized to enter into an inter-district agreement with the following school districts for the 2017-2018 school year: Clover Park School District, Franklin Pierce Schools, North Thurston Public Schools, ReLife School and Tacoma School District, to receive educational services for students with disabilities ages 3 through 21.

Adopted by majority of the Board of Directors at the regular meeting held on May 24, 2017.

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

Attest:

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



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

**Resolution No. 839-05-24-17**

RESOLUTION, WASHINGTON, DELEGATING AUTHORITY TO WIAA

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. grants authority to each school district board of directors to control, supervise and regulate the conduct of interschool athletic activities and other interschool extracurricular activities of an athletic, cultural, social, or recreational nature for students in the district.

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. authorizes school district boards of directors to delegate control, supervision and regulation of any of the aforesaid activities to any voluntary, nonprofit entity and to compensate any such entity for services provided subject to the satisfaction of certain conditions and approval by the State Board of Education.

WHEREAS the Washington Interscholastic Activities Association is a voluntary, nonprofit entity which has satisfied the conditions, expressly set forth in Chapter 32, Laws of 1975-76, 2nd Ex. Sess. and has further been approved by the State Board of Education in action taken on August 17, 1977.

WHEREAS the Board of Directors of the Steilacoom Historical School District No. 1 being otherwise fully informed of the rules and regulations of the Washington Interscholastic Activities Association as approved by the State Board of Education and recognizing that said rules and regulations provide for private sponsorship of post-season tournaments for extracurricular activities by WIAA, consent to abide by such rules and regulations.

NOW THEREFORE, the Board of Directors of the Steilacoom Historical School District No. 1 hereby delegates to the Washington Interscholastic Activities Association the authority to control, supervise and regulate interschool activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

THE FOREGOING RESOLUTION was adopted at a regular meeting of the Board of Directors of the aforesaid School District on the 24<sup>th</sup> day of May 2017 the following members being present and voting:

Board of Directors:  
Steilacoom Historical School District No. 1  
Pierce County, Washington

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

Attest to:

\_\_\_\_\_  
Kathi Weight  
Superintendent/Board Secretary

## **INTERSCHOLASTIC OFFICIALS L&I COVERAGE STATEWIDE**

Beginning July 1, 1988, interscholastic sports officials were covered by Washington State Labor and Industries via a common rate and payment system that eliminated game-by-game calculation and record keeping by school and/or district business offices. WIAA will guarantee payment of L&I premiums for WOA registered officials for all interscholastic activities under WIAA's jurisdiction and will assess WIAA member schools via classification rates at the same time service fees are billed. Officials L&I coverage is only in effect for activities authorized and offered by School Board approval and listed on the school's WIAA membership form.

## FIELD TRIP REQUEST FORM

**Complete at least ONE MONTH before proposed date of Field Trip**

Date of Request: 5/15/17

School: Steilacoom High School

Name of teacher(s) requesting field trip:  
Johnson

Proposed date(s) of field trip: 5/31/17

Proposed destination(s):  
Portland, OR

Departure time from School: 7:30 am

Transportation by: ☐ Walking ☒ Bus ☐ Private Car

Return time to School: 6:00 pm

Will students need lunch: ☒ Yes ☐ No

Content area(s) addressed: Graphic Design 2

Description of proposed field trip:

Students will get to explore the career of graphic design. They will get to meet with professional designers and see their workplaces.

Number of Students: 17

Number of Chaperones: 2

Learning Objectives (please attach itinerary):

Source of Funds:

Building Budget Account # 3161 27 5039 014 0014 Cost \$ \$275 - bus

ASB Account # \_\_\_\_\_ Cost \$ \_\_\_\_\_

Individual Students Cost \$ \_\_\_\_\_ to be used for: \$10 - lunch

Teacher Name: Peter Johnson Signature: 

Teacher Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Approve

Deny

Administrator Name: KRISTA LALLEMAND Signature: 

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

The advanced Graphic Design classes are taking a field trip to Portland to visit several world-class graphic design and advertising agencies. This is a really cool opportunity for your student to explore jobs in the creative industry, meet professional designers, talk with university design students and professors, and learn about possibilities of careers in design.

The plan is to leave at 7:30AM on Wednesday, May 31 and to return by approximately 6:00PM, depending on traffic.

Our itinerary in Portland is as follows:

1. 7:30 AM – Leave SHS
2. 10:00 AM – NEMO Design
3. 11:00 AM – Lunch at Burgerville
4. 12:00 PM – P.S.U. Graphic Design School
5. 1:00 PM – Wieden + Kennedy Advertising Agency
6. 2:15 PM – Instrument Digital Creative Agency
7. 3:30 PM – Leave Portland

\*Students can pack a lunch, have one provided by the school, or purchase a lunch at Burgerville.